Duke University Trinity College of Arts & Sciences

Form for an Undergraduate to Request Enrollment in a Professional School Course
(Divinity School, Fuqua School of Business, School of Law, School of Nursing etc.)

This form is to be used to request enrollment in a course with a career code of "Divinity School", "Fuqua School of Business", "School of Law", "School of Nursing" or other professional code. The student should submit this form to their academic dean by 11:59 p.m. on the last day of drop/add. If the dean approves, the dean will ask the registrar's office to enroll the student.

Name of Student: _____ Student ID: _____

Email: _____ Matriculation: _____

Course (Subject & number): _____ Section: _____

Course ID Number (4-digit number): _____ Term to be enrolled: _____

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1. To Be Completed by the Course Instructor:
Approval indicates that this student has the academic preparation and maturity to participate in the course)

Print Name: _____

Signature: _____   Date: _____

Please check one option below:

        Enroll the student; add the student to the waitlist if the class is full
        Enroll the student even if the class is full (override seating capacity).

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2. To Be Completed by the Dean of the Professional School:

Print Name: _____ Department: _____

Signature: _____ Date: _____

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3. To Be Completed by the Academic Dean:

Print Name: _____

Signature: _____ Date: _____

6.30.22