

**REQUEST FOR MANUAL COURSE REGISTRATION  
FOR GRADUATE STUDENTS FROM OTHER DEPARTMENTS**

Name: \_\_\_\_\_ U of A Student ID: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell \_\_\_\_\_ Work \_\_\_\_\_

U of A e-mail address: \_\_\_\_\_

Current Admission Status

GRADUATE STUDENT:  Master's  PhD

Department: \_\_\_\_\_ Specialization: \_\_\_\_\_

**I request approval to take the following course for which I am unable to register on BearTracks:**

Course \_\_\_\_\_ Title: \_\_\_\_\_

Section: Lec \_\_\_\_\_ Class number (5 digits) \_\_\_\_\_

Section: Lab/Sem \_\_\_\_\_ Class number (5 digits) \_\_\_\_\_

Term:  Fall  Winter  Spring  Summer Year \_\_\_\_\_

Reason for taking this course:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I understand that it is my responsibility to ensure I have the necessary prerequisites and corequisites for courses.

There are no prerequisites for the course, other than "Consent of the Department"

I have the following prerequisites for the course, as listed in the University of Alberta Calendar:

\_\_\_\_\_  
If you do not have the prerequisite but think you have an equivalent, please also submit a completed Course Pre-requisite Waiver Form signed by the course instructor

List of EDPY graduate level courses taken: \_\_\_\_\_

This course is on my Plan of Study:  Yes  No

This course has been approved by my Supervisor:  Yes  No

Name of Advisor/Supervisor: \_\_\_\_\_

**I understand that, if approved, I will be registered in this course by the Department of Educational Psychology, and that it is my responsibility to check BearTracks to ensure registration has been completed and is correct.**

Signature of student: \_\_\_\_\_ Date: \_\_\_\_\_

Department Signature for Approval: \_\_\_\_\_ Date: \_\_\_\_\_

The personal information requested on this form is collected under the authority of Section 33(c) of the Alberta *Freedom of Information and Protection of Privacy Act* to determine eligibility for registration in a course or courses offered by the Department of Educational Psychology. Questions regarding the collection or use or disposal of this information should be addressed to the FOIP Officer, Department of Educational Psychology, Faculty of Education, 6-102 Education North, University of Alberta, Edmonton AB, T6G 2G5.