



Office of the Registrar

Spring 2025 Course Late Add Form (Day 6-10)

To be used January 18, 2025 through January 27, 2025 *This form is to be used for full-term courses only*.*

***Note:** Short-term courses must be added using the Petition to Late Add form located on the [Office of the Registrar's web site](#).

This form must be submitted to the Office of the Registrar no later than 5:00 pm on Jan 27, 2025. Courses will not be added after January 27, 2025.

Student Name _____ Bear Number _____

Bearmail address: _____ @bears.unco.edu Phone _____

CRN _____ Subject _____ Number _____ Section _____ Credits _____

Is this a section change? Yes No

Comments

Instructor Name _____

Instructor – By signing the Course Late Add form you are overriding the following: *pre-requisites, course restrictions and course capacity.*

If you would also like to override Time Conflict (if applicable, please initial)

If you would also like to override a Mutually Exclusive course, please initial

Form will not be processed without signatures. Faculty can submit approval via their UNC Email in lieu of a signature.

Instructor Signature _____ Date _____

Student Signature _____ Date _____

We accept via email, fax or in-person
Fax: 970-351-1870 or
email: registrar@unco.edu
Campus Commons 2120 - Bear Central