Faculty of Engineering programs normally require a minimum 6.0 GPA for these requests to be considered.

Name of Student: __________________________________
E-mail Address: ___________________________________  UVic Student Number: __________________________
☐ Summer Session
☐ Winter Session (Fall Term)
☐ Winter Session (Spring Term)

*NOTE: The student must secure written permission via email from both instructors after discussing the implications that may occur when missing all or part of any class of both conflicting courses. The instructors’ emails acknowledge that such a discussion took place, confirms the understanding that both courses may be impacted and must be attached to the request.

Reason for Request for Registration with Time Conflict:
_____________________________________________________________________________________________________________
_____________________________________________________________________________________________________________
_____________________________________________________________________________________________________________

I hereby acknowledge that I am responsible for academic achievement in both courses. Failure in one or both courses may impact my program requirements as outlined in the University Calendar. I accept this responsibility.

Student Signature: ___________________________  Date: ___________________________

Associate Dean signature: ___________________________  Date: ___________________________

☐ Approved  ☐ Denied

☐ Updated in Student Records: Initials: ___________  Date: ___________________________

Updated April 29, 2021 BH