

**HARRIS COLLEGE OF NURSING AND HEALTH SCIENCES
LATE REGISTRATION /SECTION CHANGE FORM**

Prior to submitting this form:

Please only complete this form if you are a student in Harris College. If not, please reach out to the Associate Dean of your college for assistance.

Please note that this form will not be accepted after the third week of class.

Please obtain instructor approval email with the following information included: Has the student been attending class? Is it feasible to make up the work missed?

If you have a hold on your account, please clear the hold before submitting this form.

This form will not be processed if you have any holds on your account.

Upon completion of this form and obtaining the instructor approval email, forward the instructor approval email along with the late registration form attached in an email to HARC@tcu.edu for processing. You will be copied on the email of approval/denial once the form is processed.

Permission is granted for:

Student Name	TCU ID #	Student's Major
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To enroll in:

Course Name	Class Number	Course Number/Section Number	Class Day and Time
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Reason for the late registration/section change: _____

For _____ **Per** _____
Semester/Year Faculty Name (please attach/provide proof of permission email)

HARC Advisor Approval _____ **Date** _____

- There are no time conflicts**
- There is an overlap and both course instructors approve**
- This request is denied due to time conflict/other reason:** _____
Student has a hold on their account
- Student has no holds on their account**
- Permission granted from faculty**

Approved/Date	Associate Dean (HS or Nursing)
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