



**DEPARTMENT COURSE ENROLLMENT FORM**

**Students:** Please complete all fields in Sections 1 and 2. You must then email this form together with a request for permission to enroll in the desired course directly to the course instructor. All course information can be found on SPIRE. Forms must be **typed**; otherwise they will not be accepted by the department. Please note that in order for the department to enroll you, your schedule must allow for the additional credits assigned to this course.

**Faculty:** Please indicate your approval of the student's enrollment in your course by selecting the appropriate reason in Section 3, and provide a description if necessary. Then sign and date the form, and email it to the department.

**Section 1 - Student Information**

Student Name: \_\_\_\_\_ Student SPIRE ID # \_\_\_\_\_

UMass Email Address: \_\_\_\_\_ Major/Minor \_\_\_\_\_

**Section 2 - Course Information**

Course Number and Name : \_\_\_\_\_ Section: \_\_\_\_\_

SPIRE Class # (EX: 19571): \_\_\_\_\_ CREDITS: \_\_\_\_\_

Semester: \_\_\_\_\_

**Section 3 - Reason for Course Enrollment Request**

*Please select reason from the dropdown menu*

**DESCRIPTION OF WORK TO BE COMPLETED (for Independent Study, etc.):**

**Instructor's Name:** \_\_\_\_\_

**Instructor Signature:** \_\_\_\_\_ **DATE:** \_\_\_\_\_