

Request to Resolve Graduate Enrollment Time Conflict for semester: _____

Name: _____

OU ID #: _____

Course you want to add:

Title of Class:	Time Class Meets:	Designator: (MUED, MUTE, etc)	Course Number: (5970, etc)	Section Number: (001, etc)	# of Credit hours to enroll:	CRN Number:	Name of Instructor:

Course in which you are enrolled that conflicts with the course you want to add:

Title of Class:	Time Class Meets:	Designator: (MUED, MUTE, etc)	Course Number: (5970, etc)	Section Number: (001, etc)	CRN Number:	Name of Instructor:

Before you submit this form to gradmusic@ou.edu, provide all the information requested below. Incomplete forms will not be accepted.

- _____: Date you talked to the instructors of record of both classes and made sure that they are both willing to work with you and with each other to make it possible for you to fully participate in both classes without working any undue hardship on you, them, or the other students in the classes.
- Detail the agreed-upon plan below.

- _____: Date you asked the appropriate instructor(s) of record to email me with this information if, for some reason, the published meeting times for one class or the other don't reflect the actual meeting times.

I will use the information provided by the instructors to prepare a petition from the Graduate Liaison to the Dean of the Graduate College, asking him to permit you to enroll in the conflicting class. I will send it to the Graduate College and, assuming the Dean approves it, the Graduate College will instruct the Registration Office to add the conflicting course to your schedule. **You will not be able to add the course yourself.**