

REQUEST FOR ADMISSION INTO A FCNS COURSE SPRING 2010

If **ALL** questions are not completed correctly, your form will **NOT** be processed. (PRINT LEGIBLY)
**** Attach an unofficial transcript w/ prerequisite courses highlighted or circled****
(if you are enrolled in pre-req course NOT at NIU request additional form)

No Faxed or E-mail Forms will be Accepted

1. FCNS Course # _____ Section # _____ Class # _____

2. **PRE-REQUISITES:** *Consult the current undergraduate catalog to answer this question correctly.*

***Forms Missing Pre-requisite Information will not be Processed.**

a. If there is a prerequisite course, state the semester/year in which you completed it & grade earned:

	_____	_____	_____
	Prerequisite	Semester Completed	Grade
AND	_____	_____	_____
	Prerequisite	Semester Completed	Grade
AND	_____	_____	_____
	Prerequisite	Semester Completed	Grade
AND	_____	_____	_____
	Prerequisite	Semester Completed	Grade

4. Please explain your reason for this request: _____

5. What is the number of credit hours you have already earned? _____

6. How many credit hours are you currently in this semester? _____

7. What is your anticipated graduation date? _____

8. What is your major? _____ Your minor? _____

Note: Submission of this form in no way guarantees a seat in the requested course. **We will not notify you if your form is incomplete or if your Unofficial Transcript is not attached.**

I request to be enrolled in this class. I understand that if FCNS enrolls me, it is my responsibility to drop the class or withdraw from it if at a later date I no longer want to be in the class.

Student Signature

Date

Name: _____
(Please print legibly)(Last, First, Middle)

ZID: _____

Student ID#: _____

School use only - Please do not write below this line

School Approval _____ School Denial _____ Instructor Approval (if needed) _____

Comments: _____

Follow Up: Enroll Student _____

Do Not Enroll _____