

## FORM TO REQUEST A COURSE REGISTRATION WITH A SCHEDULING CONFLICT

### **INSTRUCTIONS TO FOLLOW BEFORE SUBMITTING YOUR APPLICATION**

- 1) Please make sure you meet the eligibility criteria and requirements before completing your request.  
**Requests that do not meet the requirements will be refused.**
  
- 2) You must obtain the confirmation (from both professors, in writing) that their course components in a scheduling conflict are recorded, therefore offered in asynchronous mode. You will need to attach their confirmation email to your request.
  
- 3) Once you have met the requirements of points 1 and 2, please submit the form by email to [bacinfo@engineering.uOttawa.ca](mailto:bacinfo@engineering.uOttawa.ca) and attach the professors email confirmations.

<b>A. PERSONAL INFORMATION</b>	
<b>Full Name :</b>	<b>Student Number :</b>
<b>Program of Study :</b>	<b>Your Year of Study :</b>
	<b>CGPA :</b>

<b>B. TERM</b> <i>(Please indicate the year next to the selected term. E.g. Fall2021)</i>		
<b>Fall:</b> _____	<b>Winter:</b> _____	<b>Spring/Summer :</b> _____

<b>C. COURSE INFORMATION</b>				
Course Code #1	Section	Start Time	End Time	Professor
<b>LAB</b> <i>(if applicable)</i>				
<b>TUT</b> <i>(if applicable)</i>				
<b>DGD</b> <i>(if applicable)</i>				
Course Code #2	Section	Start Time	End Time	Professor
<b>LAB</b> <i>(if applicable)</i>				
<b>TUT</b> <i>(if applicable)</i>				
<b>DGD</b> <i>(if applicable)</i>				
<b>Specific Scheduling Conflict</b> <b>(E.g. between 11 :00 a.m. and 11:20 a.m.)</b>				

