PERMIT REQUEST FORM
DEPARTMENT OF MECHANICAL ENGINEERING
USE INK ONLY

UID: ____________________________ Name (Last, First): __________________________________________

Phone: __________________________ USF Email: ____________________________________________

☐ PGU/EGU  ☐ Admitted ME Student  ☐ Outside of Department  ☐ Outside of College

I understand that by signing below I have the required pre-requisite(s) for the courses listed on this form.

__________________________________________
Student Signature

Date

Semester/Year: __________________

<table>
<thead>
<tr>
<th>CRN (Reference #)</th>
<th>PREFIX AND NUMBER</th>
<th>COURSE TITLE</th>
<th>ERROR MESSAGE(S)</th>
<th>INSTRUCTOR OVERRIDE*</th>
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Advisor Approval and Date: ________________________________

THIS FORM MUST BE TAKEN TO THE MECHANICAL ENGINEERING OFFICE (ENC 2300) IN ORDER FOR YOU TO RECEIVE A PERMIT.
Once the permit has been issued, it is your responsibility to register for the course(s) in OASIS. Receiving a permit does not guarantee you a seat in the course.

COURSE SUBSTITUTIONS APPROVED BY ADVISOR: ____________________________________________

______________________________________________________________

*Instructor override is required for a closed course, pre-requisite error message, and outside of department/college requests.
Permit Request Rules and Limitations

1. Permits are issued on a first come, first serve basis.
2. Submission and approval of the permit request form does not guarantee you a seat in the course.
3. Permits for closed courses must include the instructor’s approval as well.
4. Once a permit has been issued it is the student’s responsibility to register for the course(s) in OASIS.
5. For Independent Study please obtain an Independent Study Contract from the office and submit it along with your permit request form.
6. Permits will only be issued for the specific error message received in OASIS when trying to register for the requested course(s). Be sure to include each error message(s) for each course on your permit request form.