

The School of Computer Science and Engineering (CSE) expects students to attend **all** components of a course, however we do recognise that there may be circumstances in which a lecturer may permit you to enrol despite a timetable clash. CSE will only approve of a clash if it is for **1 hour per week** only. Email regarding this application will be sent to your CSE account.

SECTION 1 – STUDENT INFORMATION

STUDENT NUMBER:

--	--	--	--	--	--	--	--

FAMILY NAME: _____

GIVEN NAMES: _____

PROGRAM: _____

PHONE NO: _____

SECTION 2.1 – TIMETABLE CLASH
PRIMARY COURSE – I am already enrolled in:

Semester: <i>eg. s1, 2009</i>	Course Code: <i>eg. COMP9314</i>	NSS Class No.: <i>eg. 6984</i>	NSS Tute/Lab No.: <i>eg. 6884</i>	Course Name: <i>eg. Computer Networks & Applications</i>

SECONDARY COURSE – Please approve this clash and enrol me in:

Semester: <i>eg. s1, 2009</i>	Course Code: <i>eg. COMP9314</i>	NSS Class No.: <i>eg. 6984</i>	NSS Tute/Lab No.: <i>eg. 6884</i>	Course Name: <i>eg. Computer Networks & Applications</i>

 I have a **1 hour** timetable clash with the **SECONDARY** course in the following component (Tick One):

 Lecture Laboratory Tutorial Other: _____

 Have you attempted the SECONDARY course before? No Yes If Yes, what was your result? _____

Student's Signature: _____ Date: _____

SECTION 2.2 – LECTURER APPROVAL

The lecturer of your SECONDARY course must give you permission to miss 1 hour of their Lecture/Lab/Tutorial.

 Permission Granted? NO YES Comments: _____

Lecturer's Name: _____ Phone: _____

Lecturer's Signature: _____ Date: _____

SECTION 3 – STUDENT OFFICE APPROVAL
 TIMETABLE CLASH APPROVED TIMETABLE CLASH NOT APPROVED

COMMENTS: _____

APPROVED BY: _____

SIGNATURE: _____ DATE PROCESSED: _____

DATE: _____ STUDENT NOTIFIED: _____