



Time Conflict Approval - All Students

NOTE: As per The School of Engineering policy, enrolling in two courses that meet at overlapping time(s) is prohibited. Leaving a class early or arriving late is disruptive to the instructor and other students in the class. Such time conflicts also jeopardize a student's academic success in a class. This form is only to be used if a student, with the agreement of their adviser, believes that extenuating circumstances warrant an exception to this rule. Please attach an Add/Drop form and submit BOTH forms to the Records and Registration Office (at Tandon.registration@nyu.edu) for consideration.

Registration Term: Fall 20___ Spring 20___ Summer 20___ Winter 20___
Name: _____ N Number _____
Email: _____ Degree/Major: _____
Career (check all that apply): Non-Matric Undergraduate Graduate
Course #1 Course #2
Subj Catalog # Section Class #
Instructor's name _____
Meeting Days and Times

For the Instructors
I approve that this student be permitted to leave my class early, arrive late, or miss class time due to the scheduling conflict above.
Signature of Course #1 Instructor: _____
Date _____
Signature of Course #2 Instructor: _____
Date _____
For the Student
I understand the risks of registering for a time conflict; have discussed the ramifications of doing so with my instructors and advisor, and take full responsibility for making up all missed course-work and class-time caused by this conflict.
Student's Signature: _____ Date: _____
For the Adviser
I support this student's request to enroll in the conflicting courses above. I believe this conflict will not hinder this student's academic performance in either course.
Adviser's Signature: _____ Date: _____
For Records and Registration Office Use Only
Approved by: _____ Processed By: _____
Date Processed: _____