

OVERTALLYPERMISSION FORM

Instructions for the instructor:

Fill in the appropriate areas; check off the appropriate box(es); sign; and return to the student.

I admit _____ into the following course/section:
Student's name

Course number/section: _____ Course Code: _____

Course name: _____

Check whichever may apply:

- Waive academic pre-requisite(s) — RP
- Overtally student into class — CO (**does not apply to GTECH courses**)
- Admit student to class provided registration maximum has not been reached — RO
- Admit student to class regardless of any restrictions — RC

Instructor's signature: _____ Date: _____

OVERTALLY/PERMISSION FORM

Department of Geography

Instructions for the student:

For each course and/or section you wish to be admitted to:

1. Locate the instructor of the course/section you have been dosed out of.
2. Obtain her/his permission to attend class and have the instructor fill in /check off, and sign the appropriate spaces on the reverse side of this form.
3. Bring the signed form to the Department of Geography office at HN1006. The block will be removed and you will be able to register yourself into the class.

Things to remember:

1. If classes have already begun, you should attend the first class, even if you have not yet received the instructor's permission to register.
2. Understand that even if this request is approved, we can only permit you to register for the class—**you** must register for the class through the CUNY Portal yourself.

Student Name: _____ Last 4 digits
of your eSIMS ID: _____

Email address: _____