

MARQUETTE UNIVERSITY GRADUATE SCHOOL

REQUEST TO ADD A COURSE

Marquette University does not generally allow the addition of courses after the close of registration because students have a difficult time catching up on that was missed. In unusual circumstances, exceptions will be considered. To add a course the student must obtain the instructor's signature and submit this form to the Graduate School. Use a separate form for each additional course request. If you need any assistance completing this form, please contact the Graduate School at 414-288-7137.

STUDENT INFORMATION

Name: MUID:

Email: Adviser:

Program: Degree:

Reason for requesting late addition of course (this information is required by federal regulations):

Student Signature: Date:

COURSE INFORMATION

I am requesting the following course be added to my schedule:

Semester and Year add is being requested for (i.e. Fall 2016):

Department: Course Number: Section:

Instructor:

Instructor Signature: Date:

PLEASE FORWARD COMPLETED FORM TO THE GRADUATE SCHOOL