

Scheduling Form

Submit completed forms to the Office of the Registrar, Parsons Hall 009, or email registrar@indstate.edu. For assistance please call (812) 237-2020.

CAPACITY & TIME CONFLICT overrides require the INSTRUCTOR'S SIGNATURE. PRE- & COREQUISITE overrides require the DEPARTMENT CHAIR'S SIGNATURE.

Last Name

First Name

University ID # (XXX-XXX-XXX)

Registration Term (i.e. Fall 20XX)

Check the box if the Student is participating in a 4+1 program

COURSES TO BE ADDED						
CRN	SUBJECT	COURSE #	SECTION	CREDITS	OVERRIDES - APPROPRIATE SIGNATURE REQUIRED	DATE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE
					<input type="checkbox"/> CAPACITY <input type="checkbox"/> TIME CONFLICT <input type="checkbox"/> PREREQUISITE <input type="checkbox"/> COREQUISITE	INSTRUCTOR SIGNATURE DEPARTMENT CHAIR SIGNATURE

COURSES TO BE DROPPED				
CRN	SUBJECT	COURSE #	SECTION	CREDITS

Credits Requested

Advisement PIN (if needed)

Student Signature

Date

Advisor Signature

Date

Dean Signature

Date

COURSE TO BE CHANGED TO PASS/FAIL

Undergraduate students pursuing their first baccalaureate degree may elect any eligible standard A-F grade mode to be converted to a "Student Selected Pass/Fail" grade option. A maximum of 7 credits will be allowed per semester/term, allowing for a 16-credit total. Log into to Schedule Builder, Current Schedule, Select*Student Selected Pass/Fail for eligible course.

Students have until the last day of the part of term to drop/withdraw from classes to decide this option. Reference the academic calendar for deadlines.

For questions regarding the impact of making course choices, contact your academic advisor. For assistance managing the system to make selections in your portal, contact the Office of the Registrar at registrar@indstate.edu or (812) 237-2020

OFFICE USE ONLY

COURSES UNABLE TO BE PROCESSED			
CRN	REASON	CRN	REASON

Courses Added _____ Courses Dropped _____ Total Credits for Term _____

Processed By _____

Date _____