



Office of Professional Development

Student Registration Issue Form

(PLEASE USE LEGIBLE HANDWRITING)

Last Name: _____ First Name: _____ UCF ID (A1234567): _____

Cell Phone: _____ Email: _____@knights.ucf.edu

Please select your current status:

Pre/Pending Major

Admitted to Major

Is supported documentation attached (Test/CLEP scores, Unofficial Transcripts)?

Yes

No

Please indicate the classes you are having issues enrolling into and why you are unable to enroll:

Semester/Year:		
Prefix (ACG)	Course # (2021)	Class # (12958)

ALL INFORMATION MUST BE PROVIDED OR IT WILL NOT BE PROCESSED

YOU WILL NOT BE PERMITTED TO REGISTER FOR UPPER LEVEL COURSES IF YOU HAVE NOT YET BEEN ADMITTED TO THE MAJOR.

TIME CONFLICTS ARE NOT PERMITTED FOR LECTURE CAPTURE

OPD WILL NOT ENROLL YOU IN THE COURSE (ES) IT IS YOUR RESPONSIBILITY TO ENROLL IN

Students Read the Following Statement Carefully:

"I have read the Student Financial Responsibility Statement and Promise to Pay documents as provided by my advising office. I further understand that said document includes course enrollment facilitated by a university representative. By signing here, I accept the terms of this agreement." <https://studentaccounts.ucf.edu/wp-content/uploads/sites/6/Student-Financial-Responsibility-Statement-and-Promise-to-Pay.pdf>

Signature on this form constitutes agreement.



Student Signature: _____ Date: _____

Please allow 3-5 business days to process

OPD USE ONLY

PERMISSION: YES NO NOTES: _____

SEQUENCE #: _____ DATE: _____ INITIALS: _____

CALLED / VOICEMAIL / EMAIL DATE: _____ INITIALS: _____

RESUBMISSION: _____ INITIALS: _____

CALLED / VOICEMAIL / EMAIL DATE: _____ INITIALS: _____