

**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
DEPARTMENT OF ARCHITECTURE**

SCHEDULING CONFLICT OVERRIDE FOR:

Name of Student

Bronco ID #

Phone Number

This student has permission from the instructors of the two courses listed below to enroll in both courses despite a scheduling conflict. They have worked out an acceptable compromise that allows the student to enroll in both courses and complete the assigned work.

If the conflict is for more than 10 minutes, the instructor needs to provide a written explanation of how the student is going to make up the class time. Attach the explanation to this form.

1.	<table style="width: 100%; border-collapse: collapse;"><tr><td style="width: 20%; border-bottom: 1px solid black;">Class #</td><td style="width: 20%; border-bottom: 1px solid black;">Subject</td><td style="width: 10%; border-bottom: 1px solid black;">Course #</td><td style="width: 15%; border-bottom: 1px solid black;">Section #</td><td style="width: 35%; border-bottom: 1px solid black;">Meeting Times</td></tr><tr><td style="border-bottom: 1px solid black;">Print Instructor's Name</td><td colspan="2" style="border-bottom: 1px solid black;">Instructor's Signature</td><td colspan="2" style="border-bottom: 1px solid black;">Date</td></tr><tr><td colspan="5" style="padding: 5px;">If time overlap is more than 5 minutes, Department Chair's signature is required below</td></tr><tr><td style="border-bottom: 1px solid black;">Print Department Chair's Name</td><td colspan="2" style="border-bottom: 1px solid black;">Dept. Chair's Signature</td><td colspan="2" style="border-bottom: 1px solid black;">Date</td></tr></table>	Class #	Subject	Course #	Section #	Meeting Times	Print Instructor's Name	Instructor's Signature		Date		If time overlap is more than 5 minutes, Department Chair's signature is required below					Print Department Chair's Name	Dept. Chair's Signature		Date	
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Approved:																					
Print Associate Dean's Name	Associate Dean's Signature		Date																		
NOTE: If one of the above classes is outside the College of Environmental Design and the Department of Architecture, approval must be obtained from the Associate Dean of the other college or his or her designee.																					
Approved:																					
Print Associate Dean's Name	Associate Dean's Signature		Date																		

After all signatures have been obtained, take the form to the Registrar's Office.

Please note, this form does NOT grant approval to override capacity of classes that are full. You will need to obtain permission numbers and take them to the Registrar's Office with this form in order to be added into classes that are full.