

Course Request Form

Faculty of Applied Science and Engineering – Department of Mechanical and Industrial Engineering
The University of Toronto respects your privacy. The information on this form is collected pursuant to section 2(14) of the University of Toronto Act, 1971.

Please submit this form to the MIE Undergraduate Office (drop-off: MC 109 or email: undergrad@mie.utoronto.ca) by the following deadlines for consideration:

FALL SESSION (F) – September 23, 2020 | WINTER SESSION (S) – January 17, 2021

FIRST NAME: _____ LAST NAME: _____

EMAIL: _____ PHONE NUMBER: _____

STUDENT NUMBER: _____ PROGRAM: ☐ Mechanical ☐ Industrial

YEAR OF STUDY: ☐ 2nd ☐ 3rd ☐ 4th SESSION: ☐ Fall ☐ Winter ☐ Summer

ADD COURSE

I WISH TO ADD THE FOLLOWING COURSE(S):

Course Code (eg. MIE231H11F)	Lecture Section (eg. L0101)	Lab Section (eg. P0101)	Tutorial Section (eg. T0101)
_____	_____	_____	_____
_____	_____	_____	_____

MODIFY COURSE

I WISH TO MODIFY (CHANGE SECTIONS) THE FOLLOWING COURSE(S):

Courses to modify (Check all that apply and provide the new section you want to be placed in)

Course Code (eg. MIE231H11F)	<input type="checkbox"/> New Lecture Section (eg. L0101)	<input type="checkbox"/> New Lab Section (eg. P0101)	<input type="checkbox"/> New Tutorial Section (eg. T0101)
_____	_____	_____	_____
_____	_____	_____	_____

DROP COURSE

I WISH TO DROP THE FOLLOWING COURSE(S):

Course Code (eg. MIE231H11F)	Reason for Request (Check all that apply):
_____	<input type="checkbox"/> Failed <input type="checkbox"/> Part-Time Student <input type="checkbox"/> Transfer Credit <input type="checkbox"/> Other (describe below)
_____	<div></div>

EXT COURSE

If you are taking extra courses that are beyond your degree requirements (e.g. an extra HSS/CS elective out of interest or to fulfill a minor), **you must indicate this course as extra (EXT)**. EXT courses are not factored into your GPA.

I WOULD LIKE TO DESIGNATE THE FOLLOWING COURSE AS EXT:

Course Code _____
(eg. MIE231H11F)

Student Signature: _____ Date: _____

For Internal Use Only ☐ Processed on ROSI ☐ Student has been Notified

Authorized By: _____ Date: _____

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If you have any questions, please refer to www.utoronto.ca/privacy or contact the University's Freedom of Information and Protection of Privacy Office; room 201, McMurich Bldg., 12 Queen's Park Crescent, Toronto, On M5S 1A1, Tel: 416-946-5835