TEXAS A&M UNIVERSITY-COMMERCE
LATE REGISTRATION FORM

Semester: _____

Student's Name_____ CWID #_____
last first

Address_____ Date_____
RR / P.O. Box / Street City State

Phone# _____ E-mail _____
area code number

Late-registration
* is subject to class availability
* requires a $100.00 late fee
* requires instructors' signature
* requires academic dean's signature (College Dean of your academic major)
* will be cancelled if required payment is not received on the same day.

*** COMPLETE ALL INFORMATION & RETURN TO THE REGISTRAR'S OFFICE.**

COURSE CALL NUMBER-CRN	**DEPARTMENT**	**COURSE NUMBER**	**SECTION NUMBER**	**INSTRUCTOR'S SIGNATURE** *required as approval for student to be late-registered*
Example:				
23345	*ENG*	*101*	*001*	*John Smith*

Student's Signature_____

Dean's Signature_____
(Major Field of Study Dean)

Please allow up to 24 hrs for processing. Confirmation of processing can be verified through your MyLeo.

For Office Only:

Date Received_____ Census Date_____

Date Finalized_____ spe/effective date_____

Date Payment Received_____ **Amount $**_____ **Receipt #**_____

Required Documents Received: **Instructor signatures?** ___Yes ___No **Dean's Signature?** ___Yes ___No

Class Permit Given to Student? ___Yes ___No