



Enrollment Management and Student Success  
 Admissions and Records Office  
 303 University Drive, Mangilao, Guam 96923-9000  
 Tel: +1 (671) 735-2202/2204/2206/2214  
 Fax: +1 (671) 735-2203  
 Email: admitme@triton.uog.edu  
 Website: www.uog.edu

**REQUEST FOR ENTRY TO A CLOSED (FULL) CLASS**

Student: \_\_\_\_\_ Student ID #: \_\_\_\_\_

Contact #: \_\_\_\_\_ Email: \_\_\_\_\_

I desire entry to: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
Course No. & Section Course Title Course Instructor Semester/Session

for reason(s) stated below. If approved, I must present this form during the registration period to the Admissions and Records Office to add this course to my class schedule.

Reason for request (check all that apply):

- Prospective graduating senior attempting to complete requirement or graduation.
- Attempting to complete course work prior to student teaching.
- Course is only offered once a year.
- Cannot progress within my academic program until this course is completed.
- Other: \_\_\_\_\_

**X** \_\_\_\_\_  
 Student | Print Name (Signature & Date)

**X** \_\_\_\_\_  
 Course Instructor | Print Name (Signature & Date)

*Note: If you decide not to attend class(es) and do not officially withdraw, you are still liable for tuition and fees and will be billed accordingly. You will also receive an Unofficial Withdrawal (UW) grade which will affect your gpa.*

Rev 01/25/2024



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