

Approval Requirements for Concurrent Enrollment

The following Departments or Schools require co-signature or authorization by someone other than the instructor in all cases:

Asian American Studies

After the instructor's signature, all students must obtain a signature from the Asian American Studies Academic Advisor, 3339 Rolfe Hall.

Asian Languages and Cultures

In addition to the instructor's signature, students must obtain a signature from the department. To do so, please proceed to 290 Royce Hall.

Astronomy

All Astronomy students must obtain permission from an *undergraduate advisor* in Room 1-707D Physics and Astronomy Building. If approved, forms can be obtained at the Extension building in the Humanities & Sciences department in Room 711.

Chemistry

Please see Denise Mantonya in 4006 Young Hall for permission to enroll. If approved, forms can be obtained at the Extension building in the Humanities & Sciences department in Room 711.

Economics

Forms must be signed by Julie Plotkin in the Economics Department, 2263 Bunche. Please DO NOT request a signature from the instructor.

Engineering, School of

In addition to the Instructor, the department Chair for the appropriate course discipline must sign the application. Final approval must be obtained from the Dean of Student Affairs, School of Engineering. Students will also be required to present proof of a B.S. in Engineering, Physics, Chemistry, or Mathematics. Please see the Engineering & Technology Department in room 540 at the Extension Administration Building for concurrent forms.

Geography

Before the instructor's signature, all Geography students must obtain a signature from Nayla Huq, 1255B Bunche Hall.

Life Sciences 1-4

Forms will not be available until week 3. You may attend class the first week, but please DO NOT request a signature from the instructor. Please see Life Science Core Office Staff in room 222 Hershey Hall for signatures.

Mathematics

In addition to the instructor's signature, all Mathematics students must obtain a signature from the Vice-Chairman's Office, 6356 Math Sciences Building.

MCDB

All MCDB students must obtain permission from *Connie Firestone*, the undergraduate advisor, in the MCDB Student Affairs Office, Room 2128 Life Sciences Building. Please DO NOT request a signature from the instructor.

MIMG

All MIMG students must obtain permission from *Bridget Wells*, the undergraduate advisor, in the Microbiology, Immunology, and Molecular Genetics Office, 1602B Molecular Sciences Building. Please DO NOT request a signature from the instructor.

Physics

All Physics students must obtain permission from an *undergraduate advisor* in Room 1-707D Physics and Astronomy Building. If approved, forms can be obtained at the Extension building in the Humanities & Sciences department in Room 711.

Physics and Biology in Medicine

Before the instructor's signature, all Physics and Biology in Medicine students must obtain a signature from the Department Chair in Room B2-115, Center for Health Sciences Building.

Principles in Computing (PIC)

In addition to the instructor's signature, all Programs in Computing (PIC) students must obtain a signature from the *Vice-Chairman's Office*, 6356 Math Sciences Building.

Psychology

Please see Cheryl Polfus in Franz 1531 to discuss your particular course needs and to find out what Psychology courses, if any, might be available for enrollment. Please DO NOT request a signature from the instructor. If approved, students will bring PTE slip to the Humanities & Sciences department at Extension.

Scandinavian Section

NO FORMS FOR 50W. All other forms must be signed by Kerry Allen in the Scandinavian Section Student Affairs Office, 212 Royce. Please DO NOT request a signature from the instructor.

Sociology

After the instructor's signature, all Sociology students must obtain a signature from Simbi Mahlanza, 254E Haines Hall.

Statistics

Concurrent enrollment is unavailable for Statistics XL 10. All other forms must be signed by Glenda Jones or Dr. Robert Gould in the Statistics Student Affairs Office, Room 8117 Math Sciences Building. Please DO NOT request a signature from the instructor.

Approval Requirements for Concurrent Enrollment (continued)

Concurrent enrollment is not available in the following Schools:**School of Dentistry**

(Except for courses offered through the Department of Oral Biology)

School of Law**School of Nursing****School of Film, Theater and Television****School of Public Health****Statement of Student Qualification:**

The student applicant, if petitioning for admission to a lower division class (1-99) attests by signature that he/she is a high school graduate who maintained a "B" average, or has completed one year of college, or seeks your consent based on special attainments such as special competence in a particular subject area or a superior high school record. If petitioning for an upper division class (100-199), the student attest that he/she has completed two years of college or seeks your consent based on special attainments, as above. If petitioning for a graduate level class (200-299), the student attests that he/she has earned a baccalaureate degree at an accredited institution of higher education, or its equivalent, in a related field. The student further attests that all published pre-requisites for this course have been satisfactorily completed.

Student Research Program and Upper Division Tutorials

Courses numbered 99, 195, 196, 197, 198, or 199 require completion of a course contract and approval of the faculty member. Upper-division tutorials (Courses 195-199) require an additional approval from the department chair. Research tutorials in engineering, medicine, life sciences, and physical sciences also require completion of the Environmental Health & Safety (EH&S) class Laboratory Safety Fundamental Concepts. Certificate of completion will be required at the time of enrollment. For a schedule of when the training classes are offered, visit <http://map.ais.ucla.edu/go/1003938>, pick a time, and register by sending an email to training@ehs.ucla.edu.

Petition for Doctoral Level Instruction

Petitions for doctoral level instruction (courses numbered 500-699) are considered only for students who are candidates for the degree of PhD at another institution, whose committee endorses study with a member of the UCLA faculty, and whose enrollment is approved by both the UCLA faculty member offering the course and his or her department chair. Present supporting documentation to Extension's Deans Office, room 770, Extension Administration Building. Call (310) 825-2362 for further information.