IU JACOBS SCHOOL OF MUSIC
AUTHORIZATION REQUEST

(This form is to authorize adjustments after you have registered. If you have not yet registered in any classes, please fill out a Program Planning Sheet. Please note that this form is valid only through the end of the first week of classes.)

If you want to ADD a course that requires AUTHORIZATION (permission), complete this form, obtain the professor’s signature, and return the form to the Music Graduate Office. (Courses that require authorization have “PERM” listed on the online Schedule of Classes).

Once this completed form has been submitted to the Music Graduate office, please allow 24 hours (one full business day) for processing (you will receive an email once the authorization is entered). You will then be able to adjust your schedule online through www.One.iu.edu.

Submitting this form DOES NOT change your schedule; it is for authorization only. After you receive the email confirming your authorization has been entered, YOU MUST CHANGE YOUR OWN SCHEDULE THROUGH ONE.IU.

NOTE: Schedule adjustment on One.IU ends on Sunday of the first week of classes. Beginning on the Monday of the second week of classes, the registration and authorization procedure are different. Contact the Music Graduate Office for more information.

(Please type or print all the information requested.)

Student name ______________________________      ID # ______________________
E-mail _________________________________Semester/Yr______________________
Degree program __________________________  Major ___________________________
(AD, PD, PDOS, PDCM, VS, MM, MS, MA, DM, DME, PHD)            (Voice, Wind Conducting, Jazz Studies, etc)
Subject-Catalog #______________ Class #___________ Related Class #______________
(drill, lab, etc)
Teacher name (please type or print)___________________________________________
Teacher signature ___________________________________ Date_____________________

http://music.indiana.edu/graduate
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