

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 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 working day) for processing (you will receive an email once the authorization is entered). You will then be able to adjust your schedule online at onestart.iu.edu.

Submitting this form DOES NOT change your schedule; it is for authorization only. After the 24 hour processing period, YOU MUST CHANGE YOUR OWN SCHEDULE ON ONESTART.

NOTE: Schedule adjustment on OneStart ends on Friday 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 _____
(AS, BA, BS, BM, BME, AD, PD, 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 _____

Submit this form in one of these ways:

1. In any PDF reader, type entries into boxes on form, print, and deliver with the required signature to Music Graduate Office.
2. Print form, fill out by hand, and deliver with the required signature to Music Graduate Office.