

**REGISTRATION ADD FORM**

**Present completed form to the academic department responsible for the course to be added.**

\_\_\_\_\_  
UTK ID#

\_\_\_\_\_  
TERM/YEAR

\_\_\_\_\_  
LAST NAME

\_\_\_\_\_  
EMAIL

\_\_\_\_\_  
FIRST NAME

\_\_\_\_\_  
PHONE #

STUDENT LEVEL  UNDERGRADUATE  
 GRADUATE

\_\_\_\_\_  
STUDENT PROGRAM/MAJOR

CRN	Course Number/ Section	Course Title	# of Hours	Grading Options S/NC, A-F, P/NP, Audit
99912	COLG 101/001	<b>EXAMPLE</b> Introduction to College	3	A-F

\* To add Business undergraduate courses, please visit Business Undergraduate Programs in 338 Haslam Business Building.

**Students: Please explain/list the reason(s) or error message(s) that are preventing you from registering online through MyUTK for this course.**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**SIGNATURES: Instructor or Department Head approval may be required. Check with the academic department for more information.**

\_\_\_\_\_  
INSTRUCTOR NAME (Please Print)

\_\_\_\_\_  
INSTRUCTOR SIGNATURE

\_\_\_\_\_  
DEPARTMENT HEAD NAME (Please Print)

\_\_\_\_\_  
DEPARTMENT HEAD SIGNATURE

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