

Department of Media Study (DMS)
Petition for Force Registration

Student Instructions:

1. Fill out the following form in full. Incomplete forms will be immediately rejected.
2. For DMS 300- level and above **PRODUCTION** courses, submit the form to the instructor of the course you wish to be “forced registered” into to obtain his/her approval and signature.
3. E-mail the form to bhendric@buffalo.edu or return it to the DMS secretary in office, 231 CFA.
4. Student will be contacted if forced into the course. It will be the student’s sole responsibility to drop the course before the drop/add period ends if the course is no longer desired.
5. Student will be responsible for printing his/her own schedule
6. Students should make every effort to register for classes on their own when their registration window opens. Students who wait until the last minute will not receive their desired class schedule. Advisement is strongly encouraged!
7. **Media Study majors will be given preference, and DMS seniors will have priority.** Force Registration for non-majors will be considered based on remaining availability.

NOTE: Petitioning does not guarantee force registration. This form does not automatically force register you for the course.

I have read this form and understand all of the instructions _____

PRINT:

Name _____

Person Number _____

UB Email _____

Course Title _____

DMS Course # _____ ***** **Section #** _____

***Instructor Signature approving force registration is required if this is a 300-level or above**

Production course _____

Registration/ Class # _____

Semester: **Fall 20** _____ **Spring 20** _____ **Summer 20** _____

Status: Graduate Senior Junior Sophomore Freshman

DMS Department Status: Accepted Intended Not Intended

Your Department if not Media Study _____

Any specific circumstances that should be taken into account (example: journalism certificate)
