



## Registration Authorization Request For Non-MBA Candidates

All requests for seats in MBA courses must be accompanied by this form, which must be approved by the course instructor. *This is not a guarantee of a seat in the class. It merely provides permission to register if space is available.*

Name: \_\_\_\_\_ Term: \_\_\_\_\_  
Last First

Penn ID: \_\_\_\_\_ Tel: \_\_\_\_\_ E-mail: \_\_\_\_\_

\_\_\_ Graduate \_\_\_ Undergraduate \_\_\_ Non-degree School \_\_\_\_\_

Course/section requested (example: OPIM 6653:402): \_\_\_\_\_  
Department CourseID Section

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Note to faculty:

- Your permission denotes approval for the student to be enrolled *only if space is available*.
- Your approval implies that you consider the course appropriate for the student.

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### IMPORTANT NOTE TO STUDENTS

#### Instructions:

- Complete this form (keep a copy for your records)
- Obtain approval and signature of faculty member teaching the course
- Submit the original form to Wharton MBA Program Office (300 Jon M. Huntsman Hall)
- Authorization to register will be granted only if space is available
- If authorization is granted, you must claim the authorization through 1) PennInTouch; or 2) by requesting your home school to request the course on your behalf; you must resolve all time conflicts before enrolling in a course
- Unclaimed authorizations will be cancelled after 24 hours