

Ryerson University
MSc Applied Mathematics
Course Action Request

Student Name

Student ID

The Course Action Request form is used to Add or Drop a course during the term. All requests to ADD or DROP a course must be received by the Graduate Program Administrator by 4:00pm on the deadline listed in the YSGS Significant dates. For deadline dates to add or drop a course in Good Academic Standing please see the Yeates School of Graduate studies Significant dates at www.ryerson.ca/graduate/dates. This form is only used to make changes to original selection

Instructions (Please type or print legibly):

- 1- Student refers to the YSGS Significant Dates online at www.ryerson.ca/graduate/dates for the exact deadline date to add or drop a course. If the date has passed, course change requests will **not** be approved.
- 2- Student makes an appointment with the Graduate Program Director.
- 3- Student fills out the Course Action Request form by inputting the course(s) they would like to "ADD" or "Drop" with the appropriate action listed and a brief explanation.
- 4- Student prints the Course Action Request form and takes it along with their original Program of Study* form to the meeting with the Graduate Program Director for approval.
- 5- If approved, student along with the Program Director, fills out a revised Program of Study Form and attaches it to this form.
- 6- Student takes Course Action Form along with Revised Program of Study form to the Graduate Program Administrator for processing and filing.

*Copies of the students Original Program of Study form can be obtained from the Graduate Program Administrator

TERM and YEAR eg Fall 2012	Course Code	Course Title	Course Group (Required/Elective/ Foundation)	Action (Add or Drop)	Brief Explanation for change
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

It is the Student's Responsibility to submit a revised Program of Study form as soon as changes to the original are approved.

Student Signature:

Date

Graduate Program Director's
signature

Date

 Original Program Copy Student Copy