

# Course/Time Conflict Registration

Bethel University

ID # \_\_\_\_\_ Term (Circle): Fall Interim Spring Summer Year: \_\_\_\_\_

Name: \_\_\_\_\_  
First Middle Last

## POLICY

A course/time conflict is a partial overlap of two academic courses. **The partial overlap needs to be less than half the scheduled time of either course.** (If the time conflict is greater than 50% for either course, students can pursue a Course by Arrangement).

- \* Both courses must be requirements in your major(s) or minor(s) or for the Honors program, with the exception of music ensembles and performance groups.
- \* Both instructors must sign off on the course/time conflict form.
- \* This form needs to be returned to the Registrar's Office by the add/drop date for the term.

### [#1] First Course:

CRN	Course #	Sec #	Course Title	Day(s)	Start Time	End Time

### [#1] Instructor's Comments/Resolution of Course Conflict:

- The student does not need to attend the overlapping part of my course
- I am making the following arrangements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- There are no arrangements I need to make, because the conflict is being handled by the other course/instructor

Instructor Signature \_\_\_\_\_ Date \_\_\_\_\_

### [#2] Second Course:

CRN	Course #	Sec #	Course Title	Day(s)	Start Time	End Time

### [#2] Instructor's Comments/Resolution of Course Conflict:

- The student does not need to attend the overlapping part of my course
- I am making the following arrangements: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- There are no arrangements I need to make, because the conflict is being handled by the other course/instructor

Instructor Signature \_\_\_\_\_ Date \_\_\_\_\_

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