REGISTRATION AUTHORIZATION REQUEST FOR NON-MBA CANDIDATES

All requests for seats in Fall 2022 MBA courses must be accompanied by this form, which must be signed by the course instructor. This is not a guarantee of a seat in the class and only provides permission to register if space is available. This form will no longer be used as of Spring 2023; the new non-MBA course request process will be communicated to students in the coming months.

- All fields must be completed. INCOMPLETE FORMS WILL NOT BE PROCESSED.
- Obtain approval and signature of faculty member teaching the course.
- Submit the completed form to Wharton MBA Program Office (Jon M. Huntsman Hall - suite 300) or email it to: mbaprogram@wharton.upenn.edu.
- All requests should be received by the Wharton MBA Program Office no later than the deadline listed on the academic calendar.
- Authorization to register will be granted only if space is available.
- If authorization is granted, you must claim the authorization through 1) Path@Penn, or 2) by asking your home school to register you. NOTE: You must resolve all time conflicts before enrolling in a course.
- Please also visit the Path@Penn page on the SRFS website and following the information provided in the "Request Permission to Take a class" guide.
- Unclaimed authorizations will be canceled after 12 hours.
- Non-Wharton Students: set up your Wharton account at: accounts.wharton.upenn.edu. Use the "Class Accounts" link on that page.

To be completed by student

Last Name _____ **First Name** _____

Dual-Degree Program Name (if applicable) _____

Penn ID _____ **Email** _____

Home School _____

Program Level   Graduate   Undergraduate   Non-Degree

Student Signature _____ **Date** _____

Course Information

Department (ex. OIDD)	Course # (ex. 6910)	Course Section (ex. 401)	Course Term (ex. Fall 2022)	Instructor (ex. Prof. Jane Smith)	Start Date

To be completed by faculty

Faculty Name (please print) _____

Faculty Signature _____ **Date** _____