

## Flexible Learning Course Approval

Directions for UF students seeking enrollment approval in a Flexible Learning course: Email the **advisor-signed**, completed form to [learn@dce.ufl.edu](mailto:learn@dce.ufl.edu). Afterwards, go to the [UF Flexible Learning](http://flexible.dce.ufl.edu) website and self-register for the course(s). DCE will provide the final approval and notify you.

### Section I: To Be Completed By Student

Course Number & Title \_\_\_\_\_

Student's Name & UFID Number \_\_\_\_\_

Student's Email Address \_\_\_\_\_

Student's Phone Number \_\_\_\_\_

Date & Semester of Intended Enrollment \_\_\_\_\_

Do you plan to count this course toward UF degree requirements? \_\_\_\_\_

What is your expected term of graduation? \_\_\_\_\_

If using Florida Prepaid\* toward the payment for this course, provide your plan number \_\_\_\_\_

### Section II: To Be Completed by College Advisor

Advisor certifies the student is below the two-course limit, has no other campus or online course option, and meets at least one of the following criteria:

- The student has a health concern
- There are circumstances preventing the student from physically being on campus and the course is not offered online
- The student requires off-calendar, flexible format solution for an "unusual circumstance." Such a circumstance would include health, work, or other events, which make resident attendance not possible.

Visit our website to view [policies](#) regarding Flexible Learning courses.

The reason for this approval is:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signatures Required.** DCE will provide final approval for all UF students enrolling in Flexible Learning courses.

College/Major \_\_\_\_\_ Position/Title of Academic Advisor \_\_\_\_\_

Academic Advisor Signature \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

University of Florida-DCE-Flexible Learning

[learn@dce.ufl.edu](mailto:learn@dce.ufl.edu)   <http://flexible.dce.ufl.edu>   PO Box 113172, Gainesville, FL 32611

Director of DCE Signature

Email

Date