

## 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). Flexible Learning will confirm the student is below the two (2) course limit as well as provide final approval. Once you receive approval from our office, go to the UF Flexible Learning website and self-register for the course(s).

### Section I: To Be Completed By Student

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

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

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? \_\_\_\_\_

**Section II: To Be Completed by College Advisor:** Advisor certifies the student 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.** Flexible Learning will provide final approval for all UF students.

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

Academic Advisor (Printed Name & Signature) \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

Flexible Learning Signature \_\_\_\_\_ Email \_\_\_\_\_ Date \_\_\_\_\_

[learn@dce.ufl.edu](mailto:learn@dce.ufl.edu)

University of Florida-Flexible Learning

<http://flexible.dce.ufl.edu> PO Box 113172, Gainesville, FL 32611