



MBA Student Services  
100 Rockefeller Road, Suite 3042  
Livingston Campus  
Piscataway, NJ 08854  
848-445-4046 fax: 732-445-5817

**These requests must come from the department and not directly from the students 5 weeks after MBA registration for electives: 12/11/17**

**Request for Special Permission Form –  
MBA Program-Spring 2018  
*(Matriculated students from other RU Graduate programs)***

Date: \_\_\_\_\_ Semester: \_\_\_\_\_

Name: \_\_\_\_\_ RUID \_\_\_\_\_

Email: \_\_\_\_\_ Phone# \_\_\_\_\_

Program currently matriculated in: \_\_\_\_\_

GPA: \_\_\_\_\_ Years of Work Experience: \_\_\_\_\_

Course Requested in the MBA Program:

Course Name: \_\_\_\_\_

Course Number/Section/**Index**: \_\_\_\_\_

Student Name (print): \_\_\_\_\_ RUID# \_\_\_\_\_

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

Note: by signing this form I have acknowledged I have completed any proficiencies/prerequisites for this course(s) as required by the MBA Program. If I am found to be deficient, I understand I will be dropped immediately. Transcript may be required.

Advisor/Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**By signing this form I am confirming our student is in good Academic Standing with a minimum GPA of 3.2 and satisfies all pre-requisites for the course.**

MBA Student Services: \_\_\_\_\_ Date: \_\_\_\_\_

If approved, the student will be emailed the special permission number.  
Depending on the course, please allow a minimum of 1 week for processing.

**Students requesting core or foundation course SPN's will have to wait until the new student orientation (January 10, 2018) for that term is completed. MBA new students must be registered first.**

Registration for any course(s) for students from Non-MBA programs must be handled with the student's school/home registrar.