

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. Afterwards, go to the [UF Flexible Learning](http://flexible.dce.ufl.edu) website and self-register for the course(s). DCE will confirm the student is below the two (2) course limit as well as provide final approval.

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 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 _____

Director of DCE Signature _____ Email _____ Date _____

University of Florida-DCE-Flexible Learning

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