

Complete and return this form to:
University of Rochester - Simon Business School
Office of the Registrar
245R Gleason Hall
registrar@simon.rochester.edu
Phone: (585) 275-3533 / Fax: (585) 271-3907



Master of Business Administration (MBA) TAKE 2 Registration form

Directions:

- Use this form to request registration for your free Take 2 courses. Matriculated Simon School MBA students are allowed to take up to two courses beyond their MBA program requirements, free of charge, subject to certain guidelines.
- Review the Guidelines for use of the Take 2 Application in the Student Handbook.

Student Name: _____ **UID#:** _____
Please print Last First MI

Student Signature: _____ **Date:** _____
month/day/year

Program: _____ **E-mail:** _____

Financial Aid Office Approval: _____
Date Print Name

I expect to complete all of my MBA program requirements by the end of this term and am therefore eligible to register for up to 2 courses tuition-free. I understand that if I change my registration such that I will not complete all of my MBA program requirements by the end of this term then I will no longer be eligible for this opportunity. Alumni are also eligible to register for up to 2 courses (Take 2) tuition-free within one year after graduation from the Simon School.

Any grade I receive in the course will be included in my cumulative grade point average. If I drop the course after the first week of classes, a "W" will appear on my official transcript. The Take 2 Application may not be used to repeat or audit a course. I also understand that if the class is oversubscribed, I may not be enrolled.

Term: Fall A Fall B Spring A Spring B Summer Academic Year: _____

First Take 2: _____
Course Number/Section/Title

Second Take 2: _____
Course Number/Section/Title

Registrar's Office Use Only

Revision: 3/2020

Date Received: _____ Eligibility Verified: _____ Received request Email Sent: _____ Spreadsheet updated: _____
Alumni changed to Non-matric/IT notified: _____ Course Enrollment: _____ Student notified of enrollment: _____
Bursar notified if credit needs to be applied (not for flat rate) _____