REQUEST FOR PERMISSION TO ADD NUMBER
MATHEMATICS

PTA means "Permission to Add." When a student is unable to enroll in a section of a course via Sisweb because of a time conflict or a restriction, the instructor may issue the student a PTA number. With a PTA number, the student will be able to enroll via Sisweb. Please note that if you issue a PTA number to a student for one of the reasons mentioned above and the class is closed, you will be over-enrolling the class.

DATE _______________ STUDENT'S NAME: __________________________
E-MAIL ADDRESS ___________________________________________

STUDENT'S ID#: __________________________

COURSE/SEC: __________________________ CRN: __________________________

INSTRUCTOR: __________________________
Printed Name

_______________________________
Instructor’s Signature

PLEASE BRING THIS SHEET TO 1130 MSB FOR RELEASE OF PTA NUMBER.