

# HONORS COLLEGE COURSE REQUEST FORM FOR NON-HONORS STUDENTS

Student Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
 Email: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Major: \_\_\_\_\_ Semester/Year: \_\_\_\_\_

I would like permission to take the following Honors College course(s):

CRN (5-Digits)	Discipline (ex: HON)	Course # (ex: 3223)	Section # (.002)	Day/Time	Term

I understand it is my responsibility to check and ensure all changes are made correctly. I understand my request is not guaranteed and is based on enrollment and minimum GPA requirements. Requests are processed beginning one-month prior to the start of a semester.

STUDENT SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

### FOR OFFICE USE ONLY:

Maximum Enrollment: \_\_\_\_\_ Current Enrollment: \_\_\_\_\_

UTSA GPA: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

If no GPA - SAT or ACT: \_\_\_\_\_ Grade in Prerequisite Course: \_\_\_\_\_

UT CAP Program? YES or NO (circle one)

APPROVED or DISAPPROVED (circle one)

ADMISSIONS COORDINATOR SIGNATURE

DATE

# **NON-HONORS STUDENTS IN HONORS COLLEGE CLASSES POLICIES**

Non-Honors students may take Honors courses when space is available. The following policies apply to requests from non-Honors students to take Honors courses.

1. Requests from non-Honors students will be considered for courses that meet Core curriculum requirements and other lower-division Honors courses beginning one (1) month prior to the start of a term.
2. Requests from non-Honors students will be considered for upper-division Honors courses beginning three (3) weeks after the opening of registration.
3. Non-Honors students may only enroll in an Honors course when course enrollment is less than 26 students.
4. In general, to enroll in an Honors course, non-Honors students must typically meet Honors standards (such as a GPA of 3.30+ for students with college coursework or meet the incoming freshman admissions requirements). Additional requirements may be imposed for individual courses, such as earning a grade of an "A" in the prerequisite course.
5. Preference for enrollment in lower-division Honors courses will go to students who are NOT participating in the UT-CAP program.
6. If multiple non-Honors students apply to participate in an individual Honors course, preference will be granted to the students with the highest GPAs.
7. There is no guarantee that an individual request for enrollment in a non-Honors course will be granted. All requests for non-Honors students to take Honors courses are reviewed by the Admission & Onboarding Coordinator of the Honors College and all decisions are final.

# Honors College