

University of California, Santa Barbara College of Letters  
and Science  
Send the completed form to  
academic\_advising@Ltsc.ucsb.edu

## CREDIT AND ENROLLMENT CLARIFICATION

Name: \_\_\_\_\_ PERM # \_\_\_\_\_  
Last First Middle

Phone # \_\_\_\_\_ U-Mail Address: \_\_\_\_\_

Alternate Email Address (if U-Mail is inactive): \_\_\_\_\_ Date: \_\_\_\_\_

Major(s) \_\_\_\_\_ Expected Date of Graduation \_\_\_\_\_

Concurrent Enrollment  Repeat/Credit Clarification  Other \_\_\_\_\_ (non-DARS Major/GE Req., etc.)

The Request [Include the quarter in which you plan to enroll in the course(s) and the course numbers and titles. For Concurrent Enrollment or Legal Repeats, include the name of the institution where you plan to take the course(s)]:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Justification for the Request (attach any documentation): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Department/Program endorsement (if necessary)\*:

Endorsed  Endorsed with Conditions  Not Endorsed

Comments from the Chair/Advisor:

\_\_\_\_\_  
Department Chair/ Faculty Advisor Date

Final action by the Dean:

Approved  Approved with conditions  Denied

Comments from the Dean:

\_\_\_\_\_  
Dean Date

\*A request for a course completed at another UC to serve as a legal repeat for UCSB course cannot be approved without the UCSB department's endorsement. The major department's review is required if a student is requesting a second repeat of a course that is applicable to the student's major, but the Dean has final approval. There are also other matters regarding credit clarification that may require a department's response. Please consult with the College of Letters and Science: [duels.ucsb.edu/advising](http://duels.ucsb.edu/advising).