Special Permission Request Instructions

Theatre Arts Special Permission will run Mon. Mar. 6th - Fri. Apr. 19th

| Theatre Arts Major students: | Theatre Arts Minor students: You will not receive notification for special permission for Acting courses until Early Registration ends (April 19th). |

Want to request special permission for more than one course? Fill out a separate form for each!

- Please submit an online special permission request form for each course you would like to enroll in.

When will I find out if I have received special permission to enroll in a course?

- Submit your special permission request by April 3rd noon in order to find out before Early Registration begins if you have permission to enroll in the course.
- If you submit a special permission request after April 3rd noon, you will not receive notification of your special permission status until the end of Early Registration.
- Students who receive special permission to enroll in theatre restricted courses will receive notification of enrollment on the Friday (April 5th) before Early Registration begins.

How are special permission requests evaluated?

- Some courses are evaluated by graduation date or on a first-come-first-serve basis. Please turn in your request forms as soon as possible.

Questions?

- If you have any questions, please contact the Theatre Main Office (107 TB) or email Rosie, roseanne-santodomingo@uiowa.edu.

Instructions

1. To request special permission, go to the Theatre website Students page: https://theatre.uiowa.edu/students
2. Under the Students page, find the link that says “Special Permission Request Form.” (This is a Workflow form. You will be prompted to log in using your HawkID and password.)
3. Fill out this form by April 3rd, noon CST. Requests after Apr. 3rd will not be reviewed until the end of Early Registration.
More instructions:

1. Feb 4: Fall Courses go live on MyUI

2. Mar 1 - Apr 5: Meet with your advisor for registration authorization

3. Mar 6: Special Permission opens
   *New Online Form*

4. Apr 3: Submit request before noon

5. Apr 5: You will be notified of special permission status

6. Apr 19: If you submitted a request after Apr. 3 noon, you will find out special permission status at the end of Early Registration (Apr. 19th).

Courses that require Special Permission:
Special Permission* Required for:

- Production Lab (Crew Chief)
- Acting Special Topics: Period Styles
- Directing I

*For Theatre Majors

Request forms available online on the Theatre Website.

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Special Permission* Required for:

- Production Lab
- Theatre Movement
- Acting Special Topics: Period Styles
- Directing I
- Voice for the Actor
- Acting I
- Acting II
- History of Theatre and Drama II

*For Theatre Minors