



# CALIFORNIA STATE UNIVERSITY CHANNEL ISLANDS ADMINISTRATIVE POLICY MANUAL

**<Division>**

**Approved By:** <Office Use Only>  
<Office Use Only>

**Policy Number:** <Office Use Only>

**Effective Date:** <Office Use Only>

**Page 1 of <#>**

## Policy on <Topic of Policy>

**Purpose:** To establish a policy on enrolling in two classes that conflict in time

**Background:** There is currently no policy on this topic.

**Accountability:** Academic Affairs and Registrar

**Applicability:** Students

### **Policy:**

Students may not enroll in classes that conflict in time. If the faculty members involved believe a student may participate fully and attend two classes that conflict in time in the schedule, the student must obtain the signature of both instructors for these classes on the Time Conflict form, and state the reasons why this is possible.