

**Complete and return this form to:**  
University of Rochester - Simon Business School  
Office of the Registrar  
245 Gleason Hall  
[registrar@simon.rochester.edu](mailto:registrar@simon.rochester.edu)  
Phone: (585) 275-3533 / Fax: (585) 271-3907



## TAKE 2 APPLICATION FORM

**Directions:**

- Use this form to request registration for your free Take 2 courses. Matriculated Simon School MBA students are allowed to take up to two courses beyond their MBA program requirements, free of charge, subject to certain guidelines.
- Review the Guidelines for use of the Take 2 Application in the Student Handbook.

**Student Name:** \_\_\_\_\_ **UID#:** \_\_\_\_\_  
*Please print*                      Last                      First                      MI

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
month/day/year

**Program:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Financial Aid Office Approval:** \_\_\_\_\_  
Date                      Print Name

I am registering for my last quarter prior to or with within one year after my graduation from the Simon School. By the end of this quarter, I will have completed all of my MBA program requirements and am therefore eligible to receive 2 course(s) tuition-free. I understand that if I change my registration such that I will not complete all of my MBA program requirements by the end of the quarter, I will no longer be eligible for this opportunity.

Any grade I receive in the course will be included in my cumulative grade point average. If I drop the course after the first week of classes, a "W" will appear on my official transcript. The Take 2 Application may not be used to repeat or audit a course. I also understand that if the class is oversubscribed, I may not be enrolled.

Quarter:  Fall  Winter  Spring  Summer                      Academic Year: \_\_\_\_\_

First Take 2: \_\_\_\_\_  
*Course Number/Section/Title*

Second Take 2: \_\_\_\_\_  
*Course Number/Section/Title*

*\*Registrar's Office Use Only\**

*Revision: 10/2016*

*Date Received: \_\_\_\_\_ Eligibility Verified: \_\_\_\_\_ Ack. Email Sent: \_\_\_\_\_ Spreadsheet updated: \_\_\_\_\_  
Alumni changed to Non-matric/IT notified: \_\_\_\_\_ Course Enrollment: \_\_\_\_\_ Student Notification: \_\_\_\_\_ Bursar: \_\_\_\_\_*