

Permit Requests

If you need a permit to register for a Biology course, please email our Executive Aide Tobi Young at youngtl@etsu.edu

Please email from your ETSU email account and include the following information to avoid delays:

- Student Name
- E number
- Subject Code/Course Number/Section and CRN
 - *Ex: BIOL 3100-800 CRN 14471*
- Both your advisor and the instructor of record need to be included on the email for approval, so please ensure they are cc'd on email prior to sending
- If requesting an Independent Studies course such as BIOL 4900/5900, BIOL 4910/5910, BIOL 4018, BIOL 5960, please be sure to include your mentor on the email for approval
- If requesting Independent Studies courses please be sure to include the number of credits needed.
 - BIOL 4900/5900-Independent Studies requires a title and can be 1-4 credits
 - BIOL 4910/5910-Research in Biology can be 1-4 credits
 - BIOL 4018-Honors Thesis can be 3-6 credits
 - BIOL 5960-Thesis can be 1-3 credits
- If you get a prerequisite/test score error, please be sure to provide proof that you have met the prerequisites. This proof can be provided by your advisor (needs to be cc'd on email)
- If requesting a corequisite permit, please be sure to include the instructor of record as they will need to approve
 - *Ex: If you need a coreq permit to retake a lab without taking the lecture*