COURSE REGISTRATION APPEAL TIMELINE FOR SEMESTER 2, AY2023/24 - for UNDERGRADUATE (UG) & CONTINUING AND PROFESSIONAL EDUCATION (CPE) STUDENTS

Notes:

1. Refer to Appendix - Appeal Types section of CourseReg userguide *(https://nus.edu.sg/coursereg/docs/CourseReg-Student-User-Guide.pdf)* for more details on the individual appeals.

2. While the outcome of your appeal is still pending, avoid spamming with emails to the approvers and submitting incorrect appeal types to address the same issue.

3. Refer to CourseReg's Contact Us page to contact appeal approvers of respective appeal types for urgent assistance.

Updated: 26 Oct 23, 6:00pm

Appeal Type	Approve by	Available for	Start Time & Date	End Time & Date
Unable to fulfill Requisites (for Rd 0)	Host Department	UG	9am, 12 Dec 23	5pm, 13 Dec 23
Issues while selecting Course (for Rd 0)	Host Department	UG	9am, 12 Dec 23	5pm, 13 Dec 23
Change Admin Allocated Classes (for Rd 0)	Host Department	UG	9am, 12 Dec 23	5pm, 14 Dec 23
Unable to fulfill Requisites (for Rd1-3)	Host Department	UG and CPE	9am, 3 Jan 24	5pm, 19 Jan 24
Issues while selecting Course (for Rd1-3)	Host Department	UG and CPE	9am, 3 Jan 24	12pm, 12 Jan 24
Change Admin Allocated Classes (for Rd1-3)	Host Department	UG and CPE	9am, 3 Jan 24	12pm, 23 Jan 24
Max Workload Waiver (for Rd1-3)	Home Faculty	UG and CPE	9am, 3 Jan 24	12pm, 26 Jan 24
Min Workload Waiver (for Rd1-3)	Home Faculty	UG	9am, 3 Jan 24	12pm, 26 Jan 24
Unable to secure course (for Rd1-3)	Host Department	UG and CPE	7pm, 13 Jan 24	6pm, 26 Jan 24
Change Lecture Class (for Rd1-3)	Host Department	UG and CPE	7pm, 13 Jan 24	6pm, 26 Jan 24
Add/Change Tutorial Class (for Rd1-3)	Host Department	UG and CPE	5.01pm, 23 Jan 24	6pm, 2 Feb 24