**LACCD** **TIME CONFLICT ENROLLMENT FORM**

**This form is to request enrollment in classes with conflicting times based on the following conditions:**

**CLASS TYPE #1** – Online with Live Class - conducted online with **REQUIRED** virtual scheduled meeting = Synchronous

**CLASS TYPE #2** - Online with Live Class - conducted online with **SOME REQUIRED** virtual scheduled meeting = Synchronous & Asynchronous

**CLASS TYPE #3** - Online with NO Live Class - conducted online with **NO REQUIRED** virtual scheduled meeting = Asynchronous

|  |  |
| --- | --- |
| **ACCEPTED COMBINATION** | **NOT-ACCEPTED COMBINATIONS** |
| Class Type #1 & #3 | Class Type #1 & #1 |
| Class Type #2 & #3 | Class Type #1 & #2 |
| Class Type #3 & #3 | Class Type #2 & #2 |

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|  |  | |  | |  | |  | | | |  |  |
|  | Last Name | | First Name | | Student ID # | | Semester/Term | | | | Year |  |
|  |  |  | | | | |  | | | | |  |
|  | Class Type # | Course name & number I am currently enrolled in | | | | | Class Number (five digits) | | | | |  |
|  |  |  | | |  | | |  | | | |  |
|  | Class Type # | Course I request to be enrolled in – it has time conflict with the above class I am currently enrolled in | | | Class Number | | | Permission Number is required  after class starts | | | |  |
|  |  | | | | | | | |  | | |  |
|  | Student’s Signature | | | | | | | | Date | | |  |
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**DIRECTIONS FOR STUDENTS**

1. **For faster service,** using Firefox or Chrome, the Time Conflict Enrollment Form can be uploaded when chatting live with Admissions and Records. To chat with Admissions & Records, click on the Online Counseling & Live Chat tile on your student homepage.
2. Email the Time Conflict Enrollment Form to [the](mailto:PierceAdmissions@Piercecollege.edu) College’s Admission’s Office directly from your @student.LACCD ac­­­­­­count. Student will be notified once the request is processed; approximately three business days.