



Course Add/Drop Form

Name: _____ Student ID#: _____ Date: _____

Term: Fall _____ Spring _____ Summer _____ Year: _____

Please refer to listing below for Action # and Signature/s required

Action

- A. ADD (first two weeks)
- B. DROP (first two weeks)
- 1. ADD (after first two weeks)
- 2. WITHDRAW from course(s) with record prior to last date to withdraw

Signature Required

- Student, Advisor
- Student, Advisor
- Advisor, Instructor, Academic Dean
- Advisor, Academic Dean

The processing of this form (Add/Drop) will change enrolled hours FROM: _____ TO: _____

Student's Signature: _____ Date: _____

Action # _____	Course # _____	Credits: _____
Course Title: _____		
Advisor: _____		Date: _____
Instructor: _____		Date: _____
Academic Dean: _____		Date: _____
Registrar: _____		Date: _____

Action # _____	Course # _____	Credits: _____
Course Title: _____		
Advisor: _____		Date: _____
Instructor: _____		Date: _____
Academic Dean: _____		Date: _____
Registrar: _____		Date: _____

Action # _____	Course # _____	Credits: _____
Course Title: _____		
Advisor: _____		Date: _____
Instructor: _____		Date: _____
Academic Dean: _____		Date: _____
Registrar: _____		Date: _____

Action # _____	Course # _____	Credits: _____
Course Title: _____		
Advisor: _____		Date: _____
Instructor: _____		Date: _____
Academic Dean: _____		Date: _____
Registrar: _____		Date: _____