

Add/ Drop Form

Important:

- The Instructor's signature is required to add a course after class has begun. No signature is needed to drop a course.
- *Although your advisor's signature is not required on this form, failure to consult with your advisor before adding or dropping classes may delay your date of graduation.*
- List courses to be dropped first. If you are dropping all of your classes, you must complete an Application of Withdrawal Form.

Name: _____ Student ID: _____
Last Name First Name

Year: _____ Term: ☐ Fall ☐ Spring ☐ Summer Advisor: _____

ADD/DROP	COURSE#	SECTION	COURSE TITLE	# OF UNITS	INSTRUCTOR'S SIGNATURE	DATE
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						
<input type="checkbox"/> ADD <input type="checkbox"/> DROP						

Are you a Student Athlete? YES NO

If yes, please get Faculty Athletic Representative's Signature: _____ Date: _____

Note:

- *If you receive financial aid and fall below 12 units after dropping, please contact Financial Aid Office.*
- *Tuition refunds are subject to the current Tuition Refund Policy.*

Student's Signature: _____ Date: _____

Registrar's Office Use Only:

Total # of Units after Adding/Dropping the course/s : _____
 Processed By: _____

Date Received: _____
 Date Processed: _____