



DROP/ADD FORM

The drop/add deadline the fifth day of the first course of a student's trimester or four-month term. Dropping and adding coursework cannot take place after the drop/add deadline.

Name _____ ID# _____

TERM: _____ START DATE: _____ PROGRAM: _____

Are you an International Student? Yes No Do you receive VA Benefits? Yes No

CURRENT TOTAL HOURS ENROLLED			
Drop			
Course #	Course Name	Course Begin Date	Credit Hours
TOTAL HOURS DROPPED			
Add			
Course #	Course Name	Course Begin Date	Credit Hours
TOTAL HOURS ADDED			
TOTAL HOURS REMAINING			

**Changes to your schedule can impact financial aid and account balance. These changes will be communicated to you by the financial aid and business offices. Please follow the below order of department signatures.*

1) STUDENT SIGNATURE

DATE

2) ACADEMIC DEPARTMENT SIGNATURE

DATE

3) FINANCIAL AID SIGNATURE

DATE

4) BUSINESS OFFICE SIGNATURE

DATE

5) REGISTRAR'S OFFICE SIGNATURE

DATE PROCESSED