

ADD/DROP FORM

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STUDENT ID#

LAST NAME

FIRST NAME

MI

SEMESTER/YEAR

DECLARED MAJOR

CLASS STANDING

DEAN'S APPROVAL: _____

OVERLOAD LATE ADD OTHER

LATE DROP WITH A 'W'.

LATE DROP (NO 'W')

Note:

DROP CLASS

ADD CLASS

INITIAL ALL THAT APPLY

CRN	Title	P/F	CRN	Title	P/F	INSTRUCTOR'S SIGNATURE (Please also INITIAL all boxes that apply)	OVERRIDE LIMIT	OVERRIDE PRE-REQS	UPPER DIVISION	LATE ADD

STUDENT'S SIGNATURE: _____ ADVISOR'S SIGNATURE: _____ DATE: _____

*INTERNATIONAL STUDENT ADVISOR SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

INTENDED UNITS BEFORE CHANGE: _____

INTENDED UNITS AFTER CHANGE: _____

REG. INITIALS: _____

DATE: _____

INSTRUCTIONS:

1. This form should be used for Late Adds/Withdrawals, P/F and Overload requests only.
 2. First-Year students must also obtain their Advisor's signature for all requests.
 3. All students must obtain their Advisor's signature for Pass/Fail requests.
- Note - Students do not need the instructor's approval to take a course P/F if this course is only offered P/F.
- * International students who wish to drop below full-time are required to obtain the signature from the international student advisor at the International Center.