



Change of Enrollment

LAST NAME										STUDENT IDENTIFICATION NUMBER									
FIRST NAME										MIDDLE NAME									
MAILING ADDRESS OR SIT BOX					NO.					STREET					<input type="checkbox"/> UNDERGRADUATE CLASS OF 20 ____ <input type="checkbox"/> GRADUATE				
CITY					STATE					ZIP CODE									
STUDENT SIGNATURE															DATE				

- The signature of the instructor is required for adds after the end of the add/drop period.
- Drops after the end of the add/drop period will be recorded as withdrawals (**W**) on the transcript.
- The signatures of the advisor and the Dean of Undergraduate Academics (undergraduate students) or Dean of Graduate Academics (for graduate students) are required after the specified date in the academic calendar.
- You may withdraw from a course (or obtain an extension) up to one week before the end of the semester.**

**The deadline to withdraw can be extended in writing, by the Office of Undergraduate Academics, until the last day of classes if a final exam (final project) is scheduled during the official Final Exam Period posted on the Registrar's website. If the final exam is scheduled prior to the official last day of classes, then the extension will be provided up until 5:00pm the day before the in class final. An extension will not be granted for classes that do not give a final exam/project.

TERM: FALL WINTER SPRING SPRING II SUMMER I SUMMER II 20 ____

ADD

SUBJECT	NUMBER	SEC.	CRED.	REGISTRAR'S OFFICE USE	INSTRUCTOR'S SIGNATURE	DATE

DROP/WITHDRAW**

SUBJECT	NUMBER	SEC.	CRED.	REGISTRAR'S OFFICE USE	INSTRUCTOR'S SIGNATURE	DATE

APPROVAL SIGNATURES

(Graduate students only) ADVISOR (Drops after the specified date) _____ DATE _____

DEAN OF UNDERGRADUATE ACADEMICS/DEAN OF GRADUATE ACADEMICS (Drops after the specified date) _____ DATE _____

REGISTRAR _____ DATE _____

SPECIAL INSTRUCTIONS: