

Add/ Drop Form

Important:

- CONSULT WITH YOUR ADVISOR: Failure to do so may delay your graduation.
- DROPPING ALL OF YOUR CLASSES? If so, you must file either the Leave of Absence or Withdrawal form.

Name: _____ Student ID: _____
Last Name First Name

Year: _____ Term: Fall Spring Summer Advisor: _____

ADD/DROP	COURSE PREFIX	COURSE CODE	SECTION #	COURSE TITLE	# OF UNITS	INSTRUCTOR'S SIGNATURE <small>(Only required when <i>ADDING</i> after the semester starts)</small>	DATE
<input checked="" type="checkbox"/> ADD <input type="checkbox"/> DROP Example							
<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							

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.*
- *UNDERGRADUATE STUDENTS: Additional tuition may apply when registering for more than 18 units.*

I hereby acknowledge that I am responsible for all tuition and fees resulting from adding or dropping classes.

Student's Signature: _____

Date: _____

Registrar's Office Use Only:

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

Processed By: _____

Date Received: _____

Date Processed: _____