

# 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')

**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: \_\_\_\_\_

**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. Freshmen 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