

# 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:**

\* The instructor is allowing a lower-classman into an upper division class. Please note, School of Business students also need an academic advisor's signature.\*

1. Freshmen must obtain Advisor's signature for Adds and Drops.
2. All students must obtain Advisor's signature for Pass/Fail