



**Office of Registration
Registration & Drop/Add Form**

St. Mary's Hall, Room 108
Flyer Student Services

Please use black or blue ink to complete this form

Student ID # _____

Last Name _____

First Name _____

Phone # _____

Signature _____

Date _____

This is a request to change course(s) registered for the following term:

Year 20 _____ Aug _____ Jan _____

Summer Session 1 _____ Summer Session 2 _____

Summer Full Term _____

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- Arts & Sciences Educ. & Health Sciences
 Business Engineering

Major _____

CRN	Drop (X)	Add (X)	Course – Department and # (ex. CMM 100)	Section #	# of Credit Hours	Grading Option	Required Signature**	Date	Comments

Advisor Signature _____ Date _____

(Not required if **adding a class** during the first week of the add/drop period)

IEP Advisor Signature _____ Date _____

(IEP Signature is required if you are graduating from IEP and registering in courses to begin your UG or GR program)

Dean's Signature _____ Date _____

*After 'W' Period *Registration over 18 hours

*Grade Option Change after Add/Drop Period

*Complete Withdrawal

*Pre-requisite override for College of Arts and Sciences and Engineering

****Notes about Required Signatures**

- Instructor Signature is required during the 'W' Period and after the Add/Drop Date
- Chairperson Signature is required if the class is Closed/Restricted, class has Permissions, or to override a Pre-requisite (if not Arts & Sciences or Engineering)