



DROP/ ADD FORM

For courses added during the add period and for
Courses dropped prior to the census date (10%)

TERM 20____ FALL SPRING SUMMER

Name _____ ID Number _____
Last First MI

DROP

Student Completes These Blocks

Course Dept. & Number	Section	Title	Credit Hours	Instructor

Reason for Drop: _____

ADD

Student Completes These Blocks

Course Dept. & Number	Section	Title	Credit Hours	Instructor

REFUND POLICY:

Courses dropped before 1st day of classes: 100%

Courses dropped on or after the 1st day of classes, but before 10% date: 75%.

Student Signature Date

Student Records Signature Date

Advisor / Dean Signature Date