



Drop/Add Form

Semester: fall spring summer I summer II Year: _____

Student's **full** name (Please PRINT):

Student Banner ID: 9 0 0 _ _ _ _ _

First Name

Middle Name

Last Name

This is a petition to

_____ **ADD**

_____ **DROP**

Call Number

Course Department

4-digit Course Number

Section Number

Extenuating reason for drop or add:

Signatures must be obtained in the order listed:

Student

Instructor Date

Department Chairperson Date

Dean (or designee) 100 I.G. Greer Hall Date

NOTE TO STUDENT: Please take this form to the Dean's Office, 100 I.G. Greer Hall, within two days of obtaining the department chair's signature.

The completed form must be taken to the Registrar's Office, room 109 J.E. Thomas Hall.

Dean's Office Use Only

_____ Drop is to be counted as one of the four allotted drops.

_____ Drop is NOT to be counted as one of the four allotted drops.