



**Office of the Registrar  
Add/Drop Request**

Please complete the requested information below if you would like to ADD or DROP a course. If you are dropping all of your courses you are enrolled in for the term, then you need to complete the Withdrawal Form located on the Office of the Registrar's website.

Please obtain the signatures required and return this form to the Office of the Registrar within two business days for processing. Please check your respective schools' academic calendar for official dates to add and drop courses.

Name: \_\_\_\_\_ Student ID number: \_\_\_\_\_

Date: \_\_\_\_\_ Semester: \_\_\_\_\_ 20 \_\_\_\_\_

School of Allied Health Professions                       School of Graduate Studies

Please list the courses that you wish to ADD

	Department	Course Number	Title	Credit Hours
ADD				
ADD				
ADD				

Please list the courses that you wish to DROP

	Department	Course Number	Title	Credit Hours
DROP				
DROP				
DROP				

Approval Signatures:

\_\_\_\_\_  
Student's Signature                      Date

\_\_\_\_\_  
Program Director/Dept Head                      Date

\_\_\_\_\_  
Student's Academic Advisor                      Date

\_\_\_\_\_  
Registrar                      Date

**FOR OFFICE USE ONLY**

\_\_\_\_\_ Date processed in PeopleSoft  
 \_\_\_\_\_ Copy sent to Financial Aid/Bursar's office  
 \_\_\_\_\_ Filed in student file

\_\_\_\_\_ Date enrollment status updated to National Clearinghouse