



## REQUEST FOR CHANGE OF STUDENT'S SCHEDULE

### Students: Please Read and Sign

Courses may be added or dropped during the registration period based on the dates published in the Academic Calendar. After the latest date to register or change class schedule, a grade of "W" will be issued for course withdrawals. Please check the Academic Calendar for deadlines to withdraw from courses. A student who withdraws from a course without authorization will receive the grade of "F" for the course. If a student wishes to withdraw from a course after the date announced in the Academic Calendar, the student must seek the approval of the Committee on Student Standing of the student's school. No student may withdraw from a course after the termination or final examination of the course. Tuition and fees are not refunded for a course withdrawal.

Name: \_\_\_\_\_ School: \_\_\_\_\_

Banner ID: \_\_\_\_\_ Semester: \_\_\_\_\_

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

### COURSES TO BE DROPPED OR WITHDRAWN\*

CRN	SUBJECT CODE	COURSE NO.	SECTION NO	CREDITS	TITLE	INSTRUCTOR SIGNATURE*

\*Instructor's signature is required when withdrawing from a course.

### COURSES TO BE ADDED +

CRN	SUBJECT CODE	COURSE NO.	SECTION NO	CREDITS	TITLE	INSTRUCTOR SIGNATURE*

+Instructor's signature is required when adding a restricted section.

### APPROVALS:

Advisor: \_\_\_\_\_ Date: \_\_\_\_\_

Dean: \_\_\_\_\_ Date: \_\_\_\_\_

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