Add/Drop Registration Form

NAME:_____

STUDENT ID/SSN: _____

DATE: _____ **PHONE #**_____

Select one: New schedule ☐ Existing Schedule Change ☐

Semester: FALL ☐ SPRING ☐ SUMMER ☐ Year: _____

ADD THESE COURSES TO MY SCHEDULE:

Course #	Section (eg: BLA, UA, C1)	Session (I, II or full semester)	Instructor's Signature *

***INSTRUCTOR'S SIGNATURE IS REQUIRED AFTER COURSE HAS MET ONCE. COURSE CANNOT BE ADDED AFTER 2ND MEETING.**

DROP THESE COURSES FROM MY SCHEDULE:

COURSE # (eg: PP 7080; B 7001; PSY 101)

ALL DROPS SUBJECT TO A $50 DROP FEE AS OF THE 1ST DAY OF SEMESTER. REFUND PERCENTAGE BASED UPON DATE OF DROP. STUDENTS WHO DROP BELOW HALF-TIME STATUS ARE NOT ELIGIBLE FOR FINANCIAL AID. REFUNDS RESULTING FROM COURSE DROPS WILL BE PROCESSED BY THE DEPARTMENT OF STUDENT SERVICES.

THIS FORM MAY BE SUBMITTED ELECTRONICALLY BY INTIALING THE STUDENT CONSENT OR FAXING WITH SIGNATURE TO 312-777-7746. SUBMISSION OF THIS FORM IS STUDENT'S EXPRESS CONSENT TO INITIATE OR ADJUST REGISTRATION

STUDENT CONSENT :_____*(INITIALS)* **STUDENT SIGNATURE**_____
(IF BY EMAIL) **(IF BY FAX)**

STUDENTS ARE STRONGLY ADVISED TO CONTACT STUDENT FINANCE PRIOR TO MAKING SCHEDULE CHANGES, AS IT MAY AFFECT YOUR FINANCIAL AID.