

ADD/DROP/GRADE CHANGE FORM



Student ID: _____

Student Name: _____

Add/Drop/Swap

Term (pick from dropdown) *if all same term then only complete for 1 st row only	Add/Drop/Swap	Effective Date (YYYY/MM/DD)	Class#	Subject	Catalog#	Core (C01)	Tut/Lab (T01/L01)

Grade Add/Change/LWD

Term (pick from dropdown)	Grade Add/Change/LWD	Effective Date (YYYY/MM/DD)	Class#	Subject	Catalog#	Grade From:	Grade To:

Repeat Code

Term (pick from dropdown)	Effective Date (YYYY/MM/DD)	Class#	Subject	Catalog#	Repeat Code

Change Authorized by Student?		Date: (YYYY/MM/DD)	
Approved by Name:		Approvers email address:	

Additional Notes:	
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