## ADD/DROP FORM

**Student Name:**

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
</tr>
</thead>
</table>

**Student ID #:**

**Birth Date:**

**PLEASE CHECK ONE:**

- ADD [ ]
- DROP / WITHDRAWAL [ ]

**SEMESTER**

<table>
<thead>
<tr>
<th>CRN#</th>
<th>SUBJECT</th>
<th>COURSE</th>
<th>SEQ</th>
<th>DAYS</th>
<th>TIMES</th>
<th>UNITS</th>
<th>INSTRUCTOR</th>
</tr>
</thead>
</table>

**YEAR**

20 __________

**ADD/DROP FORM**

The request on this form has not been processed because of the following reasons:

- TIME CONFLICT
- OVER MAXIMUM UNITS
- HOLDS
- PREREQUISITES/CO-REQUISITES
- ACADEMIC STANDING
- NO CURRENT APPLICATION
- COURSE REPETITION
- DUPLICATE SECTION
- LAB/LINK ERRORS
- OTHER _____________________

*A SIGNATURE IS NOT REQUIRED TO DROP OR WITHDRAW FROM A CLASS IF YOU ARE ENROLLING IN EXCESS OF 18 UNITS, (8 IN THE SUMMER SEMESTER), AN AUTHORIZATION TO TAKE OVER 18 UNITS OR OVER 8 UNITS FORM WITH A COUNSELOR’S SIGNATURE IS REQUIRED.

**FOR OFFICE USE ONLY**

**RECEIVED:**

**PROCESSED:**

**NOTES:**

**DATE:**

**STUDENT'S SIGNATURE:**

**INSTRUCTOR OR DEPARTMENT CHAIR'S SIGNATURE:**

(IN LIEU OF ADD CODE):

**INDICATE ADD CODE IN THIS BOX**

(Copies: White – Registration / Yellow – Student / Pink - Counselor)