Course Drop Form

PURPOSE: Use this form only when you have a hold that prevents you from dropping a course online or are in a class with special drop rules.

DIRECTIONS: Complete the student information and course information sections. Undergraduate day students must go to their home college academic advising office for the required signature. Then return this form to the Office of the Registrar (see address above).

STUDENT INFORMATION

Print name: ____________________________________________

Student signature: ____________________________________________________________________________

NUID: _____ _____ – _____ – _____ Date: ____________________________

Email: ____________________________________________ Day phone: ____________________________

Level: ☐ Undergraduate Day ☐ Graduate Day ☐ College of Professional Studies

TERM AND YEAR

Semester: ☐ Fall ☐ Spring ☐ Summer 1 ☐ Summer 2 ☐ Full Summer Year: ____________

Quarter: ☐ Fall ☐ Winter ☐ Spring ☐ Summer Year: ____________

COURSE INFORMATION

List below the course that you are dropping and also list all associated labs and corequisites that you are dropping:

<table>
<thead>
<tr>
<th>CRN</th>
<th>Subject/Course #</th>
<th>Section</th>
<th>Course Title</th>
<th>Instructor’s Name</th>
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SIGNATURES

Home college academic advisor (required only for undergraduate day students)

Signature: ____________________________________________________________________________ Date: ____________________________

Print name: ____________________________________________________________________________

Registrar’s office personnel

Received by: ____________________________________________________________________________ Date: ____________________________

Note: This form must be received and signed by the Registrar’s Office before 4:30 p.m. on the last day to drop a class. We are unable to process forms submitted after the drop deadline.