

ADD/DROP FORM

Student Identification Number

Last Name

First Name

Middle Initial

Semester/Year

PLEASE PRINT

OBSERVE DEADLINES

Add/Drop forms received by Admissions & Records after published deadlines will not be accepted. Add and Drop deadline dates are listed in the "Registration Calendar" of the *Schedule of Classes*.

ADDS

- Check course prerequisites in the current University Catalog before enrollment. Instructor acceptance is required for exemption from a course prerequisite.
- Open, unrestricted courses DO NOT require instructor signatures and may be added (1) during scheduled registration periods and after classes begin through the last day to register or add courses or (2) by submitting an Add/Drop form during scheduled in-person or late registration periods through the last day to register or add courses.
- Full or restricted courses may only be added by submitting an Add/Drop form with the instructor's signature during scheduled in-person or late registration periods through the last day to register or add courses.
- Instructor may approve exceptions to the add deadline only until the term course census date, but students who add a course after the deadline to register/add a course will be charged a penalty fee. All course adds must be filed at A & R by the census date.

DROPS

Students may drop courses by submitting an Add/Drop form to Admissions & Records, during a scheduled registration period and after classes begin. Through the last day to drop a course the instructor's signature is not required. To drop a course after the deadline, the signatures of the instructor, department chair, and dean are required on a "Withdrawal" form filed at A & R before the last day of classes.

ADD	CHECK ONE								<p style="text-align: center; font-weight: bold;">Excess Unit Approval</p> <hr style="width: 50%; margin: 0 auto;"/> <p style="text-align: center;">Total Units</p> <hr style="width: 50%; margin: 0 auto;"/> <p style="text-align: center;">Signature, Major Department Chair</p>	
	CRN	SUBJ	Course No.	Section No.	Units	Letter Grade	CR/NC	Audit		Instructor's signature, if required
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>			

DROP	CHECK ONE							
	CRN	SUBJ	Course No.	Section No.	Units	Letter Grade	CR/NC	Audit
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
						<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
					<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

VETERANS

Veterans receiving educational benefits must receive prior approval from the Veteran's Coordinator in the Admissions & Records office to add/drop courses.

Veteran's Coordinator Signature



California State University, Stanislaus
Office of Admissions & Records
 801 West Monte Vista Avenue, Turlock, CA 95382
 209/ 667-3151

Student's Signature _____ Date _____