DROP Form

Drop dates are set by the University Registrar each semester. For **weekend courses**, the drop date is **8 days** before the course begins, or the date set by the Registrar, whichever is sooner.

After the last day to ADD a course, permission to DROP courses requires the signatures of the course instructor and your adviser.

If dropping this course takes you under **9 credit hours** in this semester, you will need the approval of the **Assistant Dean of Academic Affairs** and should consult with the **Office of Financial Aid** to see if your aid is reduced as well.

Name: _______________________________________ Phone: ____________________
ID Number: _________________________ Email Address: _______________________

Course: _______________ Title: ____________________________________________
CRN: _______________ Semester: _______________
Credit Hours: ________ Grade: ________ Pass/Fail: __________
Instructor’s Name: __________________________________________
Instructor’s Signature: _________________________________________
Adviser’s Signature: ___________________________________________
Credit Hours after dropping this course: __________

Assistant Dean’s Signature: _______________________________________

*If taking under 9 credit hours this semester*

*Please submit this form to the Office of Academic Affairs in Wingate 203B*