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 advisor.

If dropping this course takes you under 9 credit hours in this semester, you will need the approval of the Associate Dean for 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: __________

Associate Dean’s Signature: ____________________________

If taking under 9 credit hours this semester

Please submit this form to Mary Ellen Walter in Divinity and Religious Studies Building 103