

# Registration and Add / Drop Form

**UNI (University Network ID):** \_\_\_\_\_ **Check one:** **Change of Program**  **Registration**   
**Last Name:** \_\_\_\_\_ **Term / Year:** \_\_\_\_\_  
**First Name:** \_\_\_\_\_ **Program / Major:** \_\_\_\_\_  
**School:** \_\_\_\_\_ **Degree:** \_\_\_\_\_

**Instructions:**

Follow the example shown and fill in all columns for the action you are requesting.

**Action Code:**

Enter "A" to add a class. Enter "D" to drop a class.

Enter "C" to change the number of points for a variable course and then enter the new number of points.

Note: Students in F-1 or J-1 status, please consult with ISSO if your enrollment drops below full-time status.

**Grading Options:**

Enter "L" for letter grade. Enter "P" for pass/fail.

Note: If no grading option is selected, a letter grade is automatically selected.

**Signatures:**

Please sign this form and, if required, have your advisor sign.

Note: Dean or Department Instructor approval may also be required. Check with your school for departmental requirements.

Action Code	Call Number 5-Digit	Course Number/ Section	Section Title	Points	Grading Options L = Letter Grade P = Pass / Fail	Dean Approval, if required	Dept. Instructor Approval, if required
A	77785	R3502 / 001	Playwriting	03.0	L		

Enter total points **BEFORE** :

Enter total points **AFTER** :


**Student Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature of Official Approving Term Program (if required):** \_\_\_\_\_

**Date:** \_\_\_\_\_