



Surname		
Given Names		I.D. Number
Department/School		Program

GRADUATE PROGRAM SERVICES

**GRADUATE STUDENT COURSE ADD/DROP & CHANGE FORM**

**A: SEMESTER:** (check only one)     Fall     Winter     Summer    \_\_\_\_\_  
 Year

<b>B: COURSE ADDS</b>										Credit Weight		Instructor's Approval❖	
Course Synonym	Course Code		(Sec)	Course Title									
		*	*						•				
		*	*						•				
		*	*						•				
		*	*						•				
		*	*						•				

❖Note: Authorizing signatures are **required** for undergraduate courses, courses for audit (sect=AU), distance education courses (sec=DE), courses designated as "instructor consent required", and all late course adds. For all other waivers (pre-requisite, program, section overload), this form must be accompanied by the **Graduate Student Course Waiver Request** form.

<b>C: COURSE DROPS</b>										Credit Weight			
Course Synonym	Course Code		(Sec)	Course Title									
		*	*						•				
		*	*						•				
		*	*						•				

*Note: Courses dropped after the published deadline for dropping courses will be considered failures*

**D: LOAD CHANGES** (All load changes are subject to approval by Graduate Program Services)

From **FULL-TIME** to **PART-TIME**: Attach the **Application for Transfer to Part-time Study** form.

From **PART-TIME** to **FULL-TIME**: Attach the **Application for Transfer to Full-time Study** form.

<p><b>E: STUDENT'S ACKNOWLEDGEMENT</b>          I acknowledge that the information on this form is correct and that I have selected courses in accordance with procedures outlined in the Graduate Calendar. I also agree to abide by the statement on the Students' Rights and Responsibilities and Academic Responsibilities as described in the Graduate Calendar.</p>	<b>F: PROGRAM APPROVAL</b>	
	Signature	date
	<b>G: GRADUATE PROGRAM SERVICES</b>	
Student's signature	date	processed by _____ date

**NOTE: THIS FORM WILL NOT BE PROCESSED WITHOUT SIGNATURES IN "E" AND "F"**  
 N.B. Make your copies before submission to Graduate Program Services Add/Drop form: iii/07