**Special Note to Scholarship Students:** The charge assessed for a course that is dropped after the 100% refund date is past is **NOT** covered by scholarships. The student will be required to pay the full rate of tuition for the dropped course.

<table>
<thead>
<tr>
<th>Course Number</th>
<th>Section Number</th>
<th>Section ID (6 digits)</th>
<th>Course Name</th>
<th>Credit</th>
<th>Drop</th>
<th>Add</th>
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</tbody>
</table>

Student Signature: __________________________________________________________

Date: ____________________________

Professor Signature: __________________________________________________________
(Required only for an override to add a course if the course is full OR if the course has met more than once)

Date: ____________________________

Assoc. Dean for Student Engagement: _____________________________________________
(Required only to receive an override to enroll in more than 16 credits)

Date: ____________________________

Comments: ___________________________________________________________________

*The Registrar's Office requires at least 24-48 hours to process all requests.*
Please submit in person to the Registrar's Office, Room 309, or by fax 517-432-6821.