

**Students** - please fill out this form via PDF if possible. Signatures can either be placed on the form, or email approvals may be forwarded along with the filled out form.

SEMESTER:  Fall  Spring  Summer 20\_\_\_\_\_

STUDENT NAME \_\_\_\_\_

ID # \_\_\_\_\_

ADD/DROP		
Course Number / Name / Credits	Add	Drop
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>

**NOTE:** This form will not be processed without the signature of your advisor

\_\_\_\_\_  
*Signature - Advisor (REQUIRED)* *Date*

\_\_\_\_\_  
*Signature - Student (REQUIRED)* *Date*

\_\_\_\_\_  
*Signature - Athletics\** *Date*

WITHDRAWAL*		
Course Number / Name / Credits	Current Credits	Credits after W/draw

\*If you are a student athlete and are withdrawing from a course, you must obtain the signature of your advisor for approval and also the signature of the Athletic Director or the Assistant Athletic Director as acknowledgement of the change in course credits

Registrar's Office Use Only:	
Rec'd By _____	Previous Credits _____
Date Entered _____	Current Credits _____

Revised 1/19/2022

Please use the space below to give the reason you want to withdraw from the classes above

Adobe PDF fillable form instructions:

1. Hover over the attachment.
2. Click on the downward arrow to download the form.
3. The document will pop up on the bottom of the screen, click it again.
4. This will open the document in a new tab on your Internet browser.
5. Fill the form out in the new tab.
6. Save the form to your computer.
7. Attach it in an email to the Registrar's Office (Darren Bausano and Natalia Borgen) and CC:
  - a. Your advisor
  - b. Curtis Wittenberg and Steve Nordstrom if you are an athlete
8. Once approvals are made by the student, advisor, and athletics if required the Withdrawal will be made by the Registrar's Office.