

Office of the Registrar

<b>Student Information</b>	
Last Name, First Name, MI	WID {Wildcat ID}
Academic College/Program:	Request: _____ Term          20____ Year
Is this student an NCAA Athlete: _____ Yes                  _____ No	Has the student applied to graduate – If Yes: _____ Term          20____ Year

*This form will not be accepted for any drop or withdrawal request if submitted after a deadline date has passed.  
The Late Drop/Withdrawal Appeal form is required if a deadline has passed and you asking for a drop/withdrawal to occur.*

**Information:**

**Class Permission:** Does not give the ability to override a classroom capacity or financial holds.

**ADD Courses:** Instructor consent is required to add a course and must be given electronically in KSIS by the academic department that owns/teaches the course.

**EDIT Courses:** Typically utilized to change variable units or grade base of a course.

<b>Action Requested</b>										
			Course Career (UG, GR, VM)	Class No. (5-digit)	Course Subject (ENGL, etc.)	Course No. (3-digit)	Units (Credit hrs.)	Grade Base (A/P/F or G)	Class Permission (Y or N)	Action Date
Add	Drop	Edit								
Add	Drop	Edit								
Add	Drop	Edit								
Add	Drop	Edit								
Add	Drop	Edit								
Add	Drop	Edit								
Add	Drop	Edit								

**Additional Comments:**