

ENROLLMENT CHANGE FOR FALL 2019 & SPRING 2020

Student Name: _____ W.U. I.D. #: _____

The above named student has consulted with me with regard to the course change(s) listed below.

Advisor's Signature: _____ Advisor's Printed Name: _____ Date: _____

DROP/WITHDRAW			
Dept.	Course #	Sec.	Instructor Signature
<i>ENGL</i>	<i>117W</i>	<i>02</i>	<i>JS</i>

ADD					
Dept.	Course #	Sec.	Credit	Audit	Instructor Signature
<i>EXSV</i>	<i>028X</i>	<i>01</i>	<i>0.25</i>	<i>No</i>	<i>A Jones</i>

If approved and recorded, I will have # _____ credits to complete this current semester

RELEVANT DEADLINES DURING THE FALL 2019 SEMESTER:

	Full-Semester Classes	First Half-Semester Classes	Second Half-Semester Classes
Add/Drop Class or Audit Grading	Sept. 9	Sept. 9	Oct. 29
Choose Credit/No Credit Grading	Oct. 7	Sept. 16	Nov. 5
Withdraw from Classes	Oct. 25	Sept. 24	Nov. 15

RELEVANT DEADLINES DURING THE SPRING 2020 SEMESTER:

	Full-Semester Classes	First Half-Semester Classes	Second Half-Semester Classes
Add/Drop Class or Audit Grading	Feb. 3	Feb. 3	Mar. 30
Choose Credit/No Credit Grading	Mar. 2	Feb. 10	Apr. 6
Withdraw from Classes	Mar. 20	Feb. 19	Apr. 10

Cards received after the deadlines will NOT be accepted by the Registrar's Office unless accompanied by a completed petition

Instructions

Complete the following steps in the order listed:

1. Have your course instructor(s) sign this form
2. Obtain your advisor's signature
3. Return this form to the Registrar's Office (first floor, Waller Hall) as soon as possible after all signatures are obtained (BEFORE THE DEADLINE)

Course Overload

Office Use Only:

Student must be in good academic standing and making normal progress towards a degree in order to register for more than 4.5 credits per semester. *A student is considered in good academic standing if he or she is not on academic probation.* Students not meeting these criteria must petition the Academic Status Committee for approval of an overload.

Student does does not require an Academic Petition _____