



CHANGE OF SCHEDULE FORM

NAME _____

DATE _____

SCHEDULE CHANGE	DISCIPLINE	COURSE NO. AND SECTION	COURSE	CREDIT HOURS	INSTRUCTOR	GRADE PROVIDED TO REGISTRAR BY INSTRUCTOR	LAST DAY OF RECORDED ATTENDANCE
WD/DROP/ADD							
WD/DROP/ADD							
WD/DROP/ADD							
WD/DROP/ADD							
WD/DROP/ADD							
WD/DROP/ADD							

DROP/ADD/WITHDRAW APPROVAL SEQUENCE:

Advisor _____

Credit Hours
Before Change _____

Credit Hours
After Change _____

Financial Aid/Student Accounts * _____

Dean of the School of Education _____

Vice President for Academic Affairs _____

Registrar _____

☐ 100% Tuition & Fees

☐ 100% Tuition Only

☐ Exit Survey Completed

☐ 50% Tuition Only

☐ 25% Tuition Only

☐ 80% Tuition Only

☐ No Refund Possible

Comments _____

Student's Signature _____

Note to student: decreasing hours may significantly affect financial aid and loan awards.

* Copies/Original to Registrar