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TULANE STUDENT ID NUMBER

Drop / Add Form



Term of Drop/Add

Year	Fall	Spring	Summer
20__	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

School

Date of Change

LAST NAME

FIRST NAME

M.I.

INSTRUCTIONS:

1. PRINT all information except signature
2. Fill in all requested information: CRN, Course ID, Course Title, Grade Type and Credit Hours
3. If you make a mistake, cross out line with error and use a new line
4. When completed, turn in at your school / advising center

ADDS:		Grade Type		Credit Hours	Instructor's Approval
CRN & Course ID (ex: 31752, ENGL-1010-01)	Course Title	<input type="checkbox"/> Regular	<input type="checkbox"/> Audit		
<input type="text"/>	<input type="text"/>		<input type="checkbox"/> S/U	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Regular	<input type="checkbox"/> Audit	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="checkbox"/> S/U	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Regular	<input type="checkbox"/> Audit	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>		<input type="checkbox"/> S/U	<input type="text"/>	<input type="text"/>

DROPS:		Grade if Required	Instructor's Signature	Registrar's Office Use Only				
CRN & Course ID (ex: 31752, ENGL-1010-01)	Course Title	<input type="checkbox"/> W	<input type="text"/>	1	2	3	4	0
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> WF	<input type="text"/>	1	2	3	4	0
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> W	<input type="text"/>	1	2	3	4	0
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> WF	<input type="text"/>	1	2	3	4	0
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> W	<input type="text"/>	1	2	3	4	0
<input type="text"/>	<input type="text"/>	<input type="checkbox"/> WF	<input type="text"/>	1	2	3	4	0

CHANGES:		CRN & Course ID (ex: 31752, ENGL-1010-01)	Change grade type to:
To change <u>GRADE TYPE</u> for a course in which you're already enrolled	<input type="checkbox"/> Regular	<input type="checkbox"/> S/U	<input type="text"/>
To change <u>GRADE TYPE TO AUDIT</u> for a course in which you're already enrolled	Instructor's Signature <input type="text"/>		
To change <u>CREDIT HOURS</u> for a course in which you're already enrolled	New Credit Hours <input type="text"/>		

Student's signature (Required)

 Undergraduate Advising Center (for Full-Time Undergraduates)

 School of Professional Advancement Dean (for SoPA students)

 Graduate Divisions Dean (for Graduate/Professional students)

Your total credit hours after changes on this form

NOTE: Tulane encourages you to seek help from your advisor and your college regarding course choice. Remember, your schedule is your responsibility.