



REGISTRATION/ADD/DROP FORM

Please Print Clearly

Refer to the Academic Calendar for Class Registration Deadlines

Name: Semester: Year: ID#: K College: Address: Major: City: State/Zip: Phone: Undergraduate Graduate Doctoral Non-Degree

Please Note: If you add a course to your schedule, you must pay the additional tuition and fees prior to the tuition payment deadline to validate the added course. To view the balance due or to print your new class schedule, please log on to the Blue & Gold Connection.

Table with 7 columns: Check Applicable Box(es), CRN, Subject, Course #, Section #, Course Title, Instructor's Signature *. Rows include checkboxes for Add/Drop.

* By signing this form, instructor is authorizing the Registrar's Office to override any pre-requisites.

CAPACITY OVERRIDE APPROVAL (completed by instructor): Current Enrollment ___ Maximum Enrollment ___ If the addition of this registration causes the current enrollment to exceed the maximum enrollment, the department chair's signature is required. Department Chair: Date:

WARNING - Please read all entries below that are checked (v)! - To be completed by the Registrar's Office only Not impacted by Senate Bill (SB) 1231 six (6) total drop limit. You are subject to the requirements of Senate Bill (SB) 1231 passed by the Texas Legislature in 2007. SB 1231 limits you to a maximum of six (6) non-punitive course drops during your undergraduate career. Your course drop(s) bring(s) you below the number of hours you must complete during a fall or spring semester to maintain satisfactory academic progress for financial aid.

Student Signature: Date:

Academic Advisor Signature: Date (Required of ALL students who are adding or dropping a course - policy change effective 2014 Fall)

Athletic Department or Transitional Coordinator Signature: Date (Required if student is: an athlete (2 signatures required) and/or registered for any /Transitional course.)

For Registrar's Office use only: Processed By Date

Return this form to the Javelina Enrollment Services Center (JESC) for processing. If you are withdrawing from ALL of your classes, please visit the JESC for a university withdrawal form.