



**TEXAS A&M**  
**UNIVERSITY**  
**KINGSVILLE**

# 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: \_\_\_\_\_  Undergraduate  Graduate  
 Phone: \_\_\_\_\_  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*.

Check Applicable Box(es)	CRN	Subject	Course #	Section #	Course Title	Instructor's Signature *
<input type="checkbox"/> Add <input type="checkbox"/> Drop						
<input type="checkbox"/> Add <input type="checkbox"/> Drop						
<input type="checkbox"/> Add <input type="checkbox"/> Drop						
<input type="checkbox"/> Add <input type="checkbox"/> Drop						
<input type="checkbox"/> Add <input type="checkbox"/> 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 (√)! - 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. (A non-punitive drop does not affect your GPA) Course drops that exceed the maximum allowed by SB 1231 will be treated as "F's" and will impact your GPA. The drops(s) you are processing count in the maximum number of non-punitive drops allowed. Please refer to the University Drop Policy if you need additional information on the requirements of SB 1231 or if you feel you have extenuating circumstances that exempt these course drops from the maximum number of non-punitive drops allowed.

\_\_\_\_ 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. If you are not familiar with the satisfactory academic progress regulations for financial aid, please contact the Office of Financial Aid in the Memorial Student Union Building.

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 (1 signature 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.**