

E-MAIL: \_\_\_\_\_

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STUDENT ID NUMBER

# Tulane University Drop/Add Form

\_\_\_\_\_  
LAST NAME FIRST NAME M.I.

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

College \_\_\_\_\_

Date of Change \_\_\_\_\_

### INSTRUCTIONS:

1. PRINT all information except signatures
2. Fill in all requested information; course ID, course title, call number, 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 college office

ADDS:					Grade Type	Credit Hours	Instructor's Approval
Course Call Number	Course ID	Course Title	<input type="checkbox"/> Regular	<input type="checkbox"/> Audit			
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	_____	

DROPS:					Grade if Required	Instructor's Signature	Registrar's Office Use Only
Course Call Number	Course ID	Course Title	<input type="checkbox"/> W	<input type="checkbox"/> WF		1 2 3 4 0	
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	1 2 3 4 0	
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	1 2 3 4 0	
□ □ □ □ □	_____	_____	<input type="checkbox"/>	<input type="checkbox"/>	_____	1 2 3 4 0	

CHANGES:			Change grade type to:
To change GRADE TYPE for course in which you're already enrolled	Course Call Number	Course ID	<input type="checkbox"/> Regular <input type="checkbox"/> Audit <input type="checkbox"/> P/F <input type="checkbox"/> S/U
	□ □ □ □ □	_____	

Student's signature (REQUIRED)
Advisor's signature (if required by college)
Dean's signature (if required by college)

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. Dean's signature may signify receipt only, not approval of action. Remember, your schedule is your responsibility.