



ADD/DROP FORM

Name (LFM) _____ USJ ID # _____

(Please circle)
Fall Spring Summer Year _____

Primary Email _____ Primary Phone Number _____

<u>ADD</u> List the courses you wish to add to your schedule.			
Course code	Course Title	Credits	ADD
			ADD
			ADD
			ADD
			ADD
			ADD
			ADD
			ADD
			ADD
			ADD

<u>DROP*</u> List the courses you wish to drop from your schedule.*			
Course Code	Course Title	Credits	DROP*
			DROP
			DROP
			DROP
			DROP
			DROP
			DROP
			DROP
			DROP
			DROP
			DROP

REGISTRATION AGREEMENT:

By signing below, I accept full responsibility for all courses selected and I agree to comply with all published add, drop, and withdraw deadlines as well as tuition and fee payment policies. I understand that neither advisors nor instructors have the ability to perform add, drop, or withdraw functions. I agree that it is **my** responsibility and **mine alone** to add, drop, and/or withdraw from classes either by doing so online or by submitting the appropriate forms to the Registrar's Office. I understand that lack of attendance **does not** constitute an official drop or withdrawal from a course and that attending a course without first registering for it **does not** constitute an official enrollment in the course. I also understand that if I remain enrolled in a course beyond the published drop deadline I will incur tuition and fee charges and if I remain enrolled in a course beyond the published withdrawal deadline I will earn a grade in the course; that courses dropped after the drop date and before the withdrawal date will receive a grade of 'W' and I will be responsible for full tuition and fees; and that dropping courses beyond the withdrawal date is prohibited.

***Add/Drop and Withdrawal dates can be viewed at <http://www.usj.edu/academics/registrar/academic-calendar/>. ***

Student Signature Date

Advisor's Signature** Date

Registrar Office Use Only:
Processed by: _____ Date: _____

**Required for ALL undergraduate students