

**THE COLLEGE OF SAINT ROSE
ADD/DROP FORM**

FALL _____ SPRING _____ SUMMER I _____ SUMMER II _____ TERM 20 _____

ID number: _____ Name: _____
Last First

Current Telephone # _____ (____) _____

ADD

DROP

CRN	Subj.	Crse #	Sect.	Credits	Audit	Instructor Signature	CRN	Subj.	Crse #	Sect.	Credits

Total Credits ADD: _____

Total Credits DROP: _____

Total Credits TERM: _____

It is policy of The College of Saint Rose to have an Advisor's signature or Alternative PIN Number for Registration, Adding/Dropping, and Withdrawing from courses. If you submit this form WITHOUT an Advisor approval you take full responsibility for consequences resulting from this change in registration. This change in registration might: result in less than full time (12 credits undergraduate; 9 credits graduate) for this semester and may have implications for financial aid, international students, and AOE students; create a situation where you may lack necessary credits or courses to be offered again. If you are adding a course and your total credits exceed 18 (Undergraduate), you will be required to pay additional tuition (also see below). Withdrawn credits count in this calculation. If this ADD/DROP is the result of a change or anticipated change in your major, please see the Director of Academic Advisement (Undergraduate). You may consult with your advisor, the Dean of your School, the appropriate department head, the Academic Advisement Office, or the Advisement and Field Placement Office in the School of Education, and/or the Financial Aid Office if you have questions.

Student Signature

Advisor Signature or Alternate PIN Number

Date

Date

*If you are trying to get approval for an overload of credits this semester (more than 18 UG; more than 12 credits Grad) it is also required that you obtain a final approval from the Dean of your School after your Advisor has signed off on this form.

Approved Date

Dean of School's Signature