

CHARLESTON
 SCHOOL OF LAW
 OFFICE OF THE REGISTRAR

COURSE DROP/ADD REQUEST FORM
(please print)

Students are not permitted to withdraw from a course after the drop/add period without the permission of the Associate Dean for Academic Affairs. You are also advised to review the Catalog for the Charleston School of Law's regulations and policies to see how withdrawing from a course will affect you both academically and financially.

Student's Name: _____ **Class Level:** _____ **FT/PT** _____

Email Address: _____ **Phone:** _____

Course(s) to Drop

Course/Section	Course Name	Professor

Course(s) to Add

Course/Section	Course Name	Professor

Reason for Late Drop/Add: _____

Signature: _____ **Date:** _____

OFFICE USE ONLY	
Change Approved Yes <input type="checkbox"/> No <input type="checkbox"/>	Last Date of Course Attendance: _____
Academic Dean Signature _____	Date _____
Date Received: _____ Date Processed: _____ By _____ Fin Aid _____ Professor _____	