



## CHANGE OF ENROLLMENT FORM

Students must obtain the signatures of the instructor offering the course, your Advisor, Dean of the Faculty, and Director of Business Administration. Only *after ALL* signatures are acquired, is this form then placed in the Registrar's mailbox for processing.

**Student Legal Name:** \_\_\_\_\_

**Student Preferred Name (if used):** \_\_\_\_\_

**ID #:** \_\_\_\_\_

**Program:** \_\_\_\_\_

**Term:** \_\_\_\_\_ **Year:** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

**ADD:** \_\_\_\_\_

**Course#** \_\_\_\_\_ **Sect #** \_\_\_\_\_

**Grade Option:** LG \_\_\_\_\_ P/F \_\_\_\_\_ AU \_\_\_\_\_

**Units** \_\_\_\_\_

**Faculty's Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**DROP:** \_\_\_\_\_

**Course#** \_\_\_\_\_ **Sect #** \_\_\_\_\_

**Units** \_\_\_\_\_

*Email Faculty*

**OPTION CHANGE:** \_\_\_\_\_

**Course#** \_\_\_\_\_ **Sect #** \_\_\_\_\_

**Grade Option:** LG \_\_\_\_\_ P/F \_\_\_\_\_ AU \_\_\_\_\_

**Units** \_\_\_\_\_

### SIGNATURES AND DATES (as required)

**Advisor:** \_\_\_\_\_

**Dean of the Faculty:** \_\_\_\_\_

**Director of Business Administration:** \_\_\_\_\_

**Registrar:** \_\_\_\_\_