COURSE ACTION FORM

Instructions. Use this form to make changes in your schedule that you cannot make using the Student Center in the SIS. Use a separate form for each request. Once you have secured all relevant signatures, submit the form to the staff in A-122 Thornton Hall. Late requests will not be granted; see the add/drop/withdrawal deadlines on the Registrar's website. Please type or print legibly.

Your School: ____________ (SEAS, CLAS, ARCH, etc.)  Semester: ____________

Action Requested: ___ add  ___ drop

Reason for action:
___ the course is restricted
___ the course requires permission of instructor
___ I missed the enrollment deadline
___ the course is full
___ I need a waiver of the maximum/minimum credit hour restriction
___ other (please explain):

<table>
<thead>
<tr>
<th>Class # (5 digits)</th>
<th>Subject Area</th>
<th>Course # (4 digits)</th>
<th>Class Section</th>
<th>Course Title</th>
<th>Var. Credits</th>
<th>Grade Option</th>
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For official use only

Signature indicates approval.

Course Instructor: ____________________________ (printed name)  ____________________________ (signature)  ____________________________ (date)