ADD CARD

NAME: _____________________________________________________________________    STUDENT ID: __________________

LAST    FIRST    MIDDLE

TERM: ☐ Fall   ☐ Spring   ☐ Summer   YEAR: __________

IMPORTANT INFORMATION / DIRECTIONS
• If the class you are trying to add is full or you have a time conflict or prerequisite need, you must fill out an Override Card instead of this card.
• Be sure to check with the cashier for any changes in fee assessment.
• To add a class before the class has met and still has an open capacity, you do not need the instructor to initial this form.
• To add a class after the last day to add, the instructor must sign this form.

Entered by: ____________  Date: ____________

Student Signature:____________________________ Phone:_________________ Date:____________________

BY YOUR SIGNATURE, YOU ARE REQUESTING THE COLLEGE TO ADD YOU TO THE REQUESTED CLASS(ES) AND YOU UNDERSTAND THAT THIS MAY AFFECT YOUR BILL WITH THE COLLEGE.

CRN No. | Subject | Course No | Section | Instructor | Instructor’s Signature
--------|---------|-----------|---------|------------|---------------------

ADD