

Name		UFID	
Term/Year		Class/College	

Terms

- ▶Please only use this form AFTER the end of the Drop/Add period. For deadline dates, please check the academic calendar available at www.registrar.ufl.edu.
- ▶Students are FEE LIABLE for all courses on their schedule at the end of the Drop/Add period. Fees will not be refunded for courses dropped after Drop/Add.
- ▶Do not use this form to withdraw (drop all your classes). Withdrawals are initiated through the Dean of Students Office, 202 Peabody Hall, 352-392-1261.

Instructions

1. Petition for drop/add approval. Adds ALSO must be approved by the department that offers the course. If approved, complete the Course Schedule Change Form (with appropriate signature authorization).
 - Graduate** students: petition your graduate department office
 - International** students must also meet with a UFIC advisor to review how this will affect your VISA status and future registrations.
2. Clear all holds on ISIS. Holds will prevent adds from being processed.
3. Return this approved Course Schedule Change Form to the Office of the Registrar, 222 Criser Hall.
4. Verify your revised registration by viewing your schedule on ISIS. Please allow 3-5 business days for processing.
5. Pay for any added credits through University Financial Services, 113 Criser Hall, 352-392-0181.

ACTION (choose only one) <input type="checkbox"/> ADD <input type="checkbox"/> DROP			
<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ / ____ Course Prefix/Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ Section Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> __ Credits </div> <div style="border: 1px solid black; padding: 5px;"> _____ Department Approval (Adds Only) </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ / ____ Course Prefix/Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ Section Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> __ Credits </div> <div style="border: 1px solid black; padding: 5px;"> _____ Department Approval (Adds Only) </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ / ____ Course Prefix/Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ Section Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> __ Credits </div> <div style="border: 1px solid black; padding: 5px;"> _____ Department Approval (Adds Only) </div>	<div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ / ____ Course Prefix/Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> ____ Section Number </div> <div style="border: 1px solid black; padding: 5px; margin-bottom: 5px;"> __ Credits </div> <div style="border: 1px solid black; padding: 5px;"> _____ Department Approval (Adds Only) </div>
I agree to the terms above and I certify that I have followed the appropriate directions and that the approvals are official.			
_____ Graduate Department Approval and Date		_____ Student Signature and Date	