

## **DUAL ENROLLMENT ADD/DROP REQUEST**

## **OFFICE OF ADMISSIONS/REGISTRAR**

CHANGES WILL NOT BE PROCESSED UNTIL THIS FORM IS SUBMITTED TO THE ADMISSIONS/REGISTRAR OFFICE												
SCHOOL NAME:											E WITHDRAW	
					3:	REASON FOR DROP/WITHDRAW:						
LAST NAME				FIRST NAME				<ul> <li>Academic Diffic</li> <li>Financial Difficu</li> <li>Medical Issues</li> </ul>	lties 🛛 Sc	cessive Absences hedule Conflicts w/Work eath of Family Member	ts w/Work 🛛 Military Duty	
SCHEDULE CHANGES DROP COURSE(S) ADD COURSE(S)								Block Withdrawal       Withdrew from School       Instructor F         No Qualifying Scores       Other			Instructor Request	
Subject	Number	Section	Credits	Subject	ASE VERIEY Number	CHANGES Section	Credits	The <b>OFFICIAL EFFECTIVE DATE</b> for any add, drop, or withdrawal is the date entered below by the Admissions/Registrar Office. Please keep a copy of this form until final grades are posted and/or appropriate refund is received.				
								STL	JDENT SIGNATUR	E	DATE	
		ΕN	1AIL	COMP	PLETED	FOR	М ТС	): <u>dualcre</u>	dit@sw	<mark>rtjc.edu</mark>		
HIGH SCHOOL OFFICE USE ONLY								FOR ADMISSIONS/REGISTRAR OFFICE USE ONLY				
HIGH SCHOOL OFFICIAL SIGNATURE DATE								SWTJC O	FFICIAL SIGNATU	RE	DATE	