ADD/DROP FORM

Completes and submits form within the assigned timeframe.

STUDENT

Reviews and approves/ denies based on waitlist.

If approved, facilitates drop or add in collaboration with the Registrar's Office.

DIVISIONAL DEAN

NOTE: Process of review/approval is ongoing through Add/Drop and designed to ensure the waitlist is honored. Processes student request and notifies student upon completion.

OFFICE

REGISTRAR'S