

Type of class Course name/# Class Number Related class # (e.g. tutorial) New related class # to change to
(e.g., CHEM 101-3)

audit challenge credit

Name of instructor _____ Signature of Instructor _____ Date _____

Name of Chair/Designate _____ Signature of Chair/Designate _____ Date _____

COURSE DROP

• Be sure to read the section on "Tuition Refund - M uition R 7"

• A department may use this form to drop a course to correct an administrative error.

ENROLLMENT POLICIES AND PROCEDURES

NORMAL COURSE CHANGE PERIOD, REGULAR TERM – FIRST DAY OF CLASS TO SEVENTH CALENDAR DAY

- Courses may be added or dropped or tutorial times changed using the enrollment system without prior approval of the department offering the course. Courses that are dropped will not receive a notation on the student's academic record.
- Changes to courses registered for course challenge or for course audit must be approved by the department offering the course. During this time period a student may change enrollment in course challenge from one course to another, or to regular enrollment in the course.
-