

COURSE ADD/DROP

This form should be used in any of the following situations:

- to add a course from an academic unit outside your home department
- to add an undergraduate course or, undergraduate student added to graduate course
- to add an audit course
- following approval to take a course with the grading basis changed to Satisfactory/Unsatisfactory
- the deadline to use self-enrollment to add or drop a course has passed

None of the University minimum course requirements may be undergraduate or audit courses. Enrollment in an audit course only does not satisfy the requirement for continuity of enrollment. Please read [Graduate General Regulation 1.4.1](#).

Course add/drops will only be made if fully authorized.

STUDENT INFORMATION

Student number	Email address
First name	Surname
Academic unit	Term (eg. Spring 2016)

COURSE ADD Grading basis: Credit S/U Audit Undergraduate course (grade not counted towards CGPA)

Course & Section (eg. CMPT 802, G100)	Class number (from maintain schedule of classes in goSFU)
Course title	
Course instructor signature	Date
Undergraduate advisor signature (required if undergrad student is taking a graduate course)	Date

COURSE DROP

If the course drop is requested after the end of the week 9 of the term, a Request for Withdrawal Under Extenuating Circumstances application should be submitted instead.

Course & Section (eg. CMPT 802, G100)	Class number (from maintain schedule of classes in goSFU)
Course title	
Course instructor signature (n/a for thesis course)	Date

Have you received scholarship, bursary, or student loan funding this semester? Yes No

APPROVALS
