

## Request for Course Add and/or Drop

**INSTRUCTIONS:** Please press firmly, using a ballpoint pen.

Student Number:    -   -

\_\_\_\_\_  
 Last Name First Middle

Program: \_\_\_\_\_

Term:  Fall  Spring  Summer Year: 20 \_\_\_\_\_

Type of financial aid received:  None  Veterans Benefits  
 Other (please specify): \_\_\_\_\_

Is this a withdrawal from the university?  Yes  No

(If YES, also complete and attach a Declaration of Intent to Change Status form.)

College of:

- Dental Medicine
- Graduate Studies
- Health Professions
- Medicine
- Nursing
- Nursing-Francis Marion
- Pharmacy
- Non-Degree Seeking

DROP				
COURSE NUMBER	SECTION	SEM. HOURS	INSTRUCTOR* SIGNATURE	DATE LAST ATTENDED

ADD			
COURSE NUMBER	SECTION	SEM. HOURS	INSTRUCTOR SIGNATURE

- \* If drop is . . .
- before the drop deadline, no grade is required.
  - after the drop deadline, but before the sixth week (or 33% of the course), a grade of WD is required.†
  - after the sixth week (or beyond 33% of the course), a grade of WP or WF or WR is required.†
  - for short courses, see Drop/Add policy published in the MUSC Bulletin

Courses dropped without permission always receive a merit grade of 0.0 regardless of the date.

† These grades and symbols must be reported by the instructor under separate cover, through the dean's office, to Enrollment Services.

Total Credit Hours Before Change: \_\_\_\_\_ Total Credit Hours After Change: \_\_\_\_\_

\_\_\_\_\_  
 Signature of Student

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Signature of Advisor/Dean#

\_\_\_\_\_  
 Date

Effective Date of Change(s) as authorized by Dean: \_\_\_\_\_

Comments by Dean: \_\_\_\_\_

# Not required for non-degree seeking students.

Enrollment Services: Date request received \_\_\_\_\_ by \_\_\_\_\_  
 Date request processed \_\_\_\_\_ by \_\_\_\_\_