

**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Term \_\_\_\_\_\_\_

Year 20 \_\_\_\_\_

Schedule Change Form

Class Standing

UGRD PBAC GRAD

**Course(s) to Add:** *Reason for Signature: Please mark all that apply*

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Class # (5 digit) | Subject | Catalog Number | Section Number |  | Permission | Requisites | Closed | Audit | Time Conflict | LateReg. | Instructor Signature |
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**Course(s) to Drop (not available after Schedule Change Period):**

* By signing this form, I acknowledge that registration obligates me for payment of all tuition & fees. I understand that if my balance is not paid by the due date, I may be assessed late penalties. I also acknowledge that if registration occurs after the published deadline, tuition and fees are due immediately and late registration fees will apply.
* Registration in 19 or more credits will result in additional tuition charges.
* Undergraduates: Advisor & Chair signature required for 19-20 credits.
Dean signature required for 21+ credits.
* Graduates: Advisor & Chair signature required for 17-19 credits. Dean signature required for 20+ credits
* After the 30th day of instruction, please provide a brief explanation of delayed registration on the reverse. Registrar approval required.

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| Class # (5 digit) | Subject | Catalog Number | Section Number | Instructor Signature*(only needed for swaps)* |
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**Approval for Late Registration/Overload Approval:
Reason for Signature:** Credit Overload Late Registration

**Major Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Major Dept. Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_**

**Registrar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

*\*Submit to Registrar Services for Registrar Signature*



**Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID#: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Term \_\_\_\_\_\_\_

Year 20 \_\_\_\_\_

Schedule Change Form

Class Standing

UGRD PBAC GRAD

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Reason for Signature:** Credit Overload Late Registration

**Major Advisor: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Major Dept. Chair: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Dean: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Registrar: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Student Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_**

*\*Submit to Registrar Services for Registrar Signature*