



Independence Junior College Course Drop/Add Form

Student Name **ID Number** **Semester** **Major (s)** **Date**

COURSE(S) BEING ADDED

Course Code	Section	Credit Hrs.	Lecturer's Signature	Advisor's Signature
TOTAL				

Note: After drops post drop/add period, kindly ensure you affix a grade **P** for *Passing* or **F** for *Failing* for the student before signing this form.

COURSE(S) BEING DROPPED

Course Code	Section	Credit Hrs.	Grade (after drop/add period)	Lecturer's Signature	Advisor's Signature
TOTAL					

Processed by Registrar: _____ Date: _____

Processed by Accounts: _____ Date: _____

DROP/ADD POLICY

Students may add or drop a course within the first two weeks of classes. An official drop/add form must be completed and returned to their Academic Advisor before the end of the drop/add period. If a student sits a course without registering for it or adding within drop/add period there will be no grade recorded for that student. Failure to officially drop/add a course will result in a grade "F" for that course or no grade being recorded.