## Add/Drop Request

**Office of Records & Registration**  
500 Hawk Drive, New Paltz, NY 12561-2439

### Registration for:  
- [ ] Fall  
- [ ] Winter  
- [ ] Spring  
- [ ] Summer  

### Check One:  
- [ ] Undergraduate  
- [ ] Graduate  
- [ ] NM UG  
- [ ] NM GR  

**Student ID Number**

Last Name: ____________________________  
First: ____________________________  
MI: ____________________________  

Local Address:  
Street: ____________________________  
Apt. No.: ____________________________  

City: ____________________________  
State: ____________________________  
Zip Code: ____________________________  
Telephone Number: (_____) ___________  

### To Be Added

<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE NO.</th>
<th>SEC. NO.</th>
<th>COURSE TITLE</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

### To Be Dropped

<table>
<thead>
<tr>
<th>CRN</th>
<th>COURSE NO.</th>
<th>SEC. NO.</th>
<th>COURSE TITLE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

**Students Receiving Financial Aid**  
Should check with Financial Aid Office, Wooster Hall 124,  
If your total credits after changes equal less than full time.

EOP Advisor signature (if applicable): ____________________________  
Date: ____________________________  
Signature of Student: ____________________________  
Date: ____________________________

Major Advisor signature (freshmen): ____________________________  
Date: ____________________________

### Office Use Only:  
Registration permission required (check all that apply)

- [ ] Restricted course or closed course – electronic permission needed. Go to: ____________________________
- [ ] Instructor and/or Chair permission required – electronic permission needed. Go to: ____________________________
- [ ] See Associate Dean. Go to: ____________________________

After the above is completed, return to WH 115 with the add/drop form to be registered.