COURSE CORRECTION FORM

This form is to be used when requesting a change from a *currently enrolled course* into the **same** course with a different section number, course level, and/or cross-listed course. All signatures must be **within three (3) business days** when submitted to the Registrar's Office or a new form will need to be completed.

To add a course after the Add Period, please use the Late Add Form.

_____   _____
       NETID/PID   **Current Name**

Course to be DROPPED

Subject _____   Course Number _____   CRN _____

Course to be ADDED

Subject _____   Course Number _____   CRN _____

Note to Instructor(s): If the course is full when the Registrar's Office receives this completed form, then the instructor's signature will act as approval to increase the maximum enrollment capacity of the course. In addition, the signature extends approval to increase the total maximum enrollment capacity if the course is stacked/cross-listed.

Required Signatures

Student Signature _____ Date _____

    ❑ **By signing, I acknowledge that I will be responsible for any additional tuition and fees caused by the above changes.**

Instructor Name (Printed) & Signature _____ Date _____