



ENROLLMENT CHANGE REQUEST
ARIZONA STATE UNIVERSITY
 UNIVERSITY REGISTRAR'S OFFICE

Please see <https://students.asu.edu/drop-add> for important information about enrollment requests and deadlines. **Adding a class after the drop/add deadline** is considered a "Late Add" and requires instructor, department, and college approval. **Policies and procedures for late adds** vary by college/school offering the course, see <https://students.asu.edu/lateregistration/all> for detailed instructions. Consult the Academic Calendar at <http://students.asu.edu/academic-calendar> for drop/add/withdrawal deadlines.

ASU ID NUMBER:	NAME (LAST, FIRST, M.I.):	DATE:
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Changing your enrollment status may affect your financial aid. Contact Student Financial Assistance at 1-855-278-5080 for advisement on how your financial aid may be affected. Also see <http://students.asu.edu/policies/census> for information on how enrollment changes may affect your financial aid.

Are you an International Student with an F1 or J1 visa? (Check One) Yes* No
 *Serious immigration consequences may result from withdrawing or dropping below full-time enrollment status. International students with an F1 or J1 visa whose drop or withdrawal will result in less than full-time enrollment must obtain advising from the International Student Office in the Tempe Center, Suite 150. For more information visit <https://global.asu.edu/iss>, or call (480) 727-4776.

INTERNATIONAL STUDENT OFFICE SIGNATURE:	DATE:
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SEMESTER (Check One): Fall Spring Summer **YEAR:**

Initial Registration: Yes No **Academic Career:** Undergraduate Graduate Law

Transaction Type	Class #	Course Subject & Number	For Audit (No Credit)	Units:	Swap with Class #	Units:	For Audit (No Credit)	Instructor's Signature (If Required):
CLASSES TO BE Added →			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
			<input type="checkbox"/>					
CLASSES TO BE Swapped/Dropped* → <small>(Students may not drop their last class without adding another).</small>							<input type="checkbox"/>	
							<input type="checkbox"/>	
							<input type="checkbox"/>	
							<input type="checkbox"/>	
							<input type="checkbox"/>	
CLASSES TO BE Withdrawn* →								

STUDENT SIGNATURE:	DATE:	DEPARTMENT APPROVAL STAMP (If Required):
ADVISOR'S SIGNATURE <small>(If Required by Department of Major):</small>	DATE:	
AUTHORIZED SIGNATURE OF COLLEGE/ACADEMIC UNIT OFFERING COURSE <small>(Required for late transactions; authorized signatures are valid for 5 business days):</small>	DATE:	

<p>*If you are dropping or withdrawing from all of your classes or your only class in a given session, you must process a complete session withdrawal form available at http://students.asu.edu/forms/withdrawal. Beginning the first day of each fall and spring semester, undergraduate students must initiate a complete session withdrawal request by contacting the college/school of their major. See http://students.asu.edu/forms/withdrawal for more information .</p>	For Registrar Office Use Only File Date:
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The School of Sustainability supports student success.

Student: Please describe how you will make up any missed work from the start of the class up through the point of adding this course to your schedule, and confirm that by starting the course at this point, you feel that you still have the opportunity to be successful and will not be significantly disadvantaged by the late addition.

Instructor: Please confirm that the student requesting this late add will have the opportunity to make up missed work as noted above and will not be significantly disadvantaged by the late addition.

Instructor Signature: _____ Date: _____