

Please read instructions carefully before completing this form. **Print all information legibly.** Use this form after the end of Drop/Add. Students are **LIABLE** for FEES for all courses for which they are registered at the end of the Drop/Add period. Follow your college petition procedures to drop or add a course, and submit the completed form to the Registrar's Office in 222 Criser Hall. Do not use this form to withdraw (drop all your classes). Withdrawals are initiated through the Dean of Students Office, 202 Peabody Hall, 352-392-1261.

**UFID:** \_\_\_\_\_

**LAST NAME:** \_\_\_\_\_

**FIRST NAME:** \_\_\_\_\_

**MIDDLE NAME:** \_\_\_\_\_

**TERM/YEAR:** \_\_\_\_\_ / \_\_\_\_\_  
F = Fall S = Spring X = Summer

**CLASS/COLLEGE:** \_\_\_\_\_ / \_\_\_\_\_

**I certify that I have followed the appropriate directions and that the approvals are official.**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF STUDENT

**Signature of dean or authorized representative**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
SIGNATURE OF THE DEAN OF YOUR COLLEGE

**Signature of Graduate School representative**

\_\_\_\_\_  
DATE

\_\_\_\_\_  
GRADUATE SCHOOL APPROVAL

\_\_\_\_\_  
DATE

\_\_\_\_\_  
GRADUATE DEPARTMENT APPROVAL

Use this form to **ADD** a course, **DROP** a course, process a **CREDIT CHANGE** (i.e. - from 03 credits to 02 credits for the same course), or process a **SECTION CHANGE** (i.e. - section 1234 to section 3678 of the same course) to your current term schedule.

**ADD:** ALL (undergraduate and graduate) students must get department approval, and their college dean's approval (undergraduate) or Graduate School approval (graduate). Proof of payment is needed after the fee payment deadline. Students adding a course to an existing schedule will not be assessed a late registration fee.

\_\_\_\_\_  
Department Approval

\_\_\_\_\_  
Department Approval

\_\_\_\_\_  
Department Approval

\_\_\_\_\_  
Department Approval

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit

**DROP:** Undergraduate students must get their college dean's approval, according to college procedures. Graduate students must get their graduate department's and Graduate School approval.

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Course Prefix/Number

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit

\_\_\_\_\_  
Section Number/Credit