

Please carefully read instructions prior to completing this form. **Print all requested 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 official Drop/Add period. Follow your college petition procedures to drop or add a course, and submit the completed form to the Registrar's Office, 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