

**USE BALL POINT PEN - PRESS HARD - PRINT LEGIBLY**

ALAMANCE COMMUNITY COLLEGE

**COURSE DROP/ADD FORM**

STUDENT ID NO.	NAME LAST	FIRST	M.I.	CIRCLE IF APPLICABLE JR. SR. III
TERM 20 _____			DATE	
FALL <input type="checkbox"/>			SPR <input type="checkbox"/>	
			SUMMER <input type="checkbox"/>	

STUDENT COMPLETES THESE BLOCKS					INSTRUCTOR COMPLETES THESE BLOCKS				
COURSE			COURSE TITLE	CR HOURS	INSTRUCTOR'S NAME	CENSUS DATE	GRADE * NA or WP	LAST DATE ATTENDED	INS. INT.
PREFIX	NUMB.	SECT.							
DROP									

STUDENT COMPLETES THESE BLOCKS					INSTRUCTOR COMPLETES THESE BLOCKS			
COURSE			COURSE TITLE	CR HOURS	INSTRUCTOR'S NAME	CENSUS DATE	DATE ENTERED CLASS	INS. INT.
PREFIX	NUMB.	SECT.						
ADD								

- \* "NA" if never attended and dropped after census
- \* "WP" with LDA (last date attended) and dropped after census

\_\_\_\_\_  
STUDENT SIGNATURE  
(FOR STUDENT INITIATED DROP- It is the student's responsibility to obtain appropriate signatures and turn in form to Student Success Office.)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
INSTRUCTOR or DEPT. HD. SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
ACADEMIC DEAN SIGNATURE (after 80% date)

\_\_\_\_\_  
DATE

\_\_\_\_\_  
COURSE FILE ADJUSTED BY

\_\_\_\_\_  
DATE

**REMARKS:**