

Processed by _____
Date _____

## REGISTRATION/DROP FORM

Student ID # \_\_\_\_\_

Social Security # \_\_\_\_\_ Name \_\_\_\_\_ Date \_\_\_\_\_

SEMESTER: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_  
Year Year Year

### ADD

CRN	COURSE TITLE	AUDIT*	CREDIT HOURS	OVER-RIDES	Pre-Requisite	Co-Requisite	Capacity	Special Approval (Inst. Consent)	Time Conflict	Other (Detail Below)	DEAN/DIRECTOR SIGNATURE REQUIRED FOR EACH CLASS OVERRIDE
				Please check or X appropriate override box(es) for each class.							
<b>Total Credit Hours:</b>				<b>Other:</b>							

### DROP

CRN	COURSE TITLE	CREDIT HOURS

It is the students responsibility to check their schedule for the correct class days and time. If there is an error, please contact the Student Records office.

\_\_\_\_\_ Date \_\_\_\_\_  
Student Signature

\_\_\_\_\_ Date \_\_\_\_\_  
Advisor Signature

**Mitigating Circumstances:**

\* Students may enroll to audit a course for self-enrichment, or to observe a course before enrolling for credit in it. A student may audit courses only when class enrollment permits. Tuition and fees are paid at the same rate as classes taken for credit and Financial Aid will not pay for audited courses. A grade of AU is given for audit enrollment and no graduation or transfer credit is awarded. A student may change a course from credit to audit or from audit to credit though the **first week** of classes during each semester.

### Student Records Office

Student Center 215 · One College Drive · Bentonville, AR 72712  
 Student Records · 479-619-4398 · Fax: 479-619-2229  
 Main · 479-636-9222 · 800-995-6922 · www.nwacc.edu