

# ADD CARD

NAME: \_\_\_\_\_  
LAST FIRST MIDDLE

STUDENT ID: \_\_\_\_\_

TERM:  Fall  Spring  Summer YEAR: \_\_\_\_\_

**IMPORTANT INFORMATION / DIRECTIONS**

- If the class you are trying to add is full or you have a time conflict or prerequisite need, you must fill out an Override Card instead of this card.
- Be sure to check with the cashier for any changes in fee assessment.
- To add a class before the class has met and still has an open capacity, you do not need the instructor to initial this form.
- To add a class after the last day to add, the instructor must sign this form.

Student Signature: \_\_\_\_\_ Phone: \_\_\_\_\_ Date: \_\_\_\_\_  
 BY YOUR SIGNATURE, YOU ARE REQUESTING THE COLLEGE TO ADD YOU TO THE REQUESTED CLASS(ES) AND YOU UNDERSTAND THAT THIS MAY AFFECT YOUR BILL WITH THE COLLEGE.

ADD	CRN No.	Subject	Course No	Section	Instructor	Instructor's Signature
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Entered by: \_\_\_\_\_ Date: \_\_\_\_\_