



VANDERBILT UNIVERSITY

CHANGE OF COURSE REQUEST

UNDERGRADUATE STUDENTS

Commodore Student ID: 000

Student Name:

Student Home School: A&S BLR ENG GPC

Term / Year:

DROP	SUBJECT AREA	COURSE NUMBER	SECTION	YES CLASS NUMBER	Day/Time	Will dropping this course leave you below 12 credit hours? Y/N	INSTRUCTOR SIGNATURE

Are you planning to graduate this semester or next? Y / N

Are you now, or have you ever been on academic probation?
Received a Dean's warning letter? Y / N

Are you taking a graded course "Pass/Fail" other than that which you are dropping? Y / N

Courses dropped after the deadline to "drop with no grade penalty" will be entered on the student's record with a grade of W. No course can be dropped after the published deadline for withdrawal. All students are required to have the signed approval of both the instructor and the adviser in order to drop a course. If you have questions at all about the wisdom of dropping a course, please see your school's advising Dean(s).

ADD / EDIT	SUBJECT AREA	COURSE NUMBER	SECTION	YES CLASS NUMBER	Will this course put you above 18 hours? Y/N	Request for Pass/Fail grade basis? Y/N	Request For Audit? Y/N*	INSTRUCTOR SIGNATURE

*Certain courses are not eligible to audit. No permanent record is kept of audited courses.

NOTE:

Effective date is the date form is received by the home school registrar.

Adviser's PRINTED NAME & Signature Date

Home School Associate Dean's Signature Date

Student's Signature Date