



**Howard College**  
**Drop/Add Form**  
 Revised 3/05/2010

Term Code: \_\_\_\_\_

Student I.D. Number: \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Social Security Number: \_\_\_\_\_ Athlete Yes  No

Student  Administrative Veteran Yes  No

Reason \_\_\_\_\_

	Course	Section	Beginning & Ending Dates	Instructor
ADD/DROP				
ADD/DROP				
ADD/DROP				
ADD/DROP				
ADD/DROP				
ADD/DROP				

Student Signature: \_\_\_\_\_ Advisor Signature: \_\_\_\_\_

*Admission Personnel Signature/date dropped:* \_\_\_\_\_

**THIS DROP IS NOT OFFICIAL UNTIL ALL APPROPRIATE SIGNATURES ARE OBTAINED AND THE FORM IS RETURNED TO THE STUDENT RECORDS OFFICE.**

**OFFICE USE ONLY**

Refund % \_\_\_\_\_

\_\_\_\_\_ TSI Status

\_\_\_\_\_ Semester Hours  
 Currently Enrolled

\_\_\_\_\_ Semester Hours  
 Being Dropped/Added

\_\_\_\_\_ Semester Hours Remaining

**INDICATE BELOW IF THE STUDENT IS CLEAR FROM YOUR DEPT:**

\_\_\_\_\_ Advisor

\_\_\_\_\_ Financial Aid

OK Probation Suspension

\_\_\_\_\_ Business Office

\_\_\_\_\_ Library

\_\_\_\_\_ Registrar/Admissions Office