Howard College
Drop/Add Form
Revised 12/07/2015

Term Code: ________________
Student I.D. Number: ________________

OFFICE USE ONLY

Refund % ____________________
________ TSI Status
________ Semester Hours
________ Currently Enrolled
________ S/Flex/Mini
________ Semester Hours Remaining
________ S/Flex/Mini

INDICATE BELOW IF THE STUDENT IS CLEAR FROM YOUR DEPT:

________ Advisor
________ Financial Aid
OK __________ Probation __________ Suspension
________ Business Office
________ Library
________ Registrar/Admissions Office
________ Coach (if applicable)
________ Student Services (if applicable)

Reason ____________________________________________________________

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<tr>
<th>Course</th>
<th>Section</th>
<th>Beginning &amp; Ending Dates</th>
<th>Instructor</th>
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Student Signature: ____________________________
Advisor Signature: ____________________________
Instructor 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.