

Please print legibly in ink:

Name (last, first, middle): _____ Hamline ID: _____

This form is required when registration changes cannot be made via Pipeline. Examples include:

- Adding courses during the add/drop period at the start of a term
- Instructor permission is needed to register
- Withdrawing from a course

 Please see the Academic Calendar for add, drop, and withdraw deadlines – www.hamline.edu/academiccalendar.

Submit completed and signed form to Student Administrative Services, East Hall 113.

- Form **MUST** be submitted by the student
- Be prepared to show a photo ID

 Term: Fall Winter Spring Summer Year: _____

COURSES to be ADDED						
CRN (5 digits)	Subject	Course #	Sec	Title	Instructor Signature	Date

COURSES to be DROPPED/WITHDRAWN						
CRN (5 digits)	Subject	Course #	Sec	Title	Instructor Signature	Date

Student Signature Below: I understand that I must be registered for at least 12 credits to be considered a full-time student and for at least 15 credits to receive Minnesota state grants. Any changes in my course load may affect my financial aid and/or my athletic eligibility. I accept responsibility for the accuracy of the information on this form and know I can verify my schedule on Pipeline at any time (www.hamline.edu/pipeline).

Student Signature: _____ Date: _____

Office Use:

Student Accounts approval:	SAS processed:
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