

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:

- Instructor permission is needed to register (required effective first day of class)
- Withdrawing from a course

 Please see the Graduate Academic Calendar for add, drop, and withdraw policies and deadlines – [www.hamline.edu/academiccalendar](http://www.hamline.edu/academiccalendar).

 Submit completed and signed form to Student Administrative Services, East Hall 113 or email [registrar@hamline.edu](mailto:registrar@hamline.edu).

If submitting in person:

- 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COURSES to be DROPPED/WITHDRAWN				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

Student Signature Below: I understand that any changes in my course load may affect my financial aid. 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](http://www.hamline.edu/pipeline)).

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Office Use:

Student Accounts approval:

SAS processed: