

Add/Drop Form

Last Name:		First Name:	
Student ID#:		Semester:	

This form is for use by authorized Northshore Technical Community College representatives and should only be used to make schedule changes and corrections which cannot be made through Self-Service in LoLA.

ADD	DROP	CRN	COURSE NAME	COURSE #	REG CODE	EFFECTIVE DATE	INSTRUCTOR / ADMINISTRATIVE SIGNATURE
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	
<input type="checkbox"/>	<input type="checkbox"/>					___/___/___	

If adding courses manually after add/drop period, confirm that student can cover tuition/fee bill. If using aid, financial aid officer must authorize below:

Financial award covers cost of attendance: _____

Notes: _____

**By signing below, the student confirms financial responsibility for tuition and fees adjustments based on schedule changes above.*

Student Signature		Date:	___/___/___
NTCC Staff (Print Name):	NTCC Staff Signature:	Date:	___/___/___