

ADD/DROP/WITHDRAW FORM

NAME: _____ **Student ID #:** _____
 Last First MI found on Goucher OneCard

Use this section if **Add or Drop** takes place *before* Add/Drop deadline

ADD or DROP	YEAR/TERM	COURSE ID	SECTION	# CREDITS	INSTRUCTOR'S SIGNATURE	

Use this section if **Withdraw** takes place *after* Add/Drop deadline and *before* Withdraw deadline

WITHDRAW	YEAR/TERM	COURSE ID	SECTION	# CREDITS	INSTRUCTOR'S SIGNATURE	INSTRUCTOR: STUDENT'S LAST DAY OF ATTENDANCE

*** ARE THE ACTIONS ABOVE DUE TO EVENTS RELATED TO COVID? YES or NO _____

Please note:

- Deadlines are determined on semester-by-semester basis and are posted to the Welch Center's Academic Calendar.
- Actions taking place *after* Withdraw deadline require the Student to petition, which uses a separate **Petition** form.
- Visit the Registrar's Policies page for details on policies & procedures: <https://www.goucher.edu/registrar/policies/>
- For Student receiving financial aid: dropping/withdrawing may affect aid. Please consult with finaid@goucher.edu
- *This form cannot be processed without all relevant rows/columns completed and signatures obtained.*

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Director Signature: _____ Date: _____

(Required if any action takes place *after* the Add/Drop deadline)

STUDENT - Please submit completed form to: Registrar@goucher.edu