Course Add Form

Date_____

Semester:
- ❑ Summer
- ❑ Fall
- ❑ Spring

Name_____ ID Number_____
       Last   First

Email_____

FINANCIAL AID RECIPIENTS
> ➢ Changes to your schedule, whether adding or dropping, may impact your financial aid. Please submit your new schedule to the Financial Aid Office.

IMPORTANT NOTICE
> ➢ **Courses can be added only up to the time of the first class meeting.**
> ➢ Be aware there is limited time to drop a class and receive a refund. Courses lasting the entire semester or summer session can be dropped for refund through the posted drop period. For short courses, please **refer to your semester schedule for the last date to drop**.

Course Name	Course Code

Student Signature_____

Enrollment Services Office use only:
Computer ❑   Dropped off by Student ❑   Phone call from Student ❑   Emailed Student ❑   Staff Initials _____ Date _____

Revised 11/13

Montcalm Community College