



Graduate Student Drop/Add Form

*Form can only be used for FAMU students during adjustment period.

Student/Empl ID Number:				Univ. Email Address:		
Student Name:				Phone Number:		
University: FAMU* FSU				Do you receive VA benefits? Yes No		
International Student? Yes No F1 J1				Degree level: MS PhD		
Major: CBE CEE ECE IME ME MS&E						
Request Drop/Add	Course Prefix & Number	Section Number	Class Number	Credit Hours	Term & Year	Instructor Permission E-Signature (REQUIRED)
<i>Example</i>	<i>EML 5105</i>	<i>02 (or 303)</i>	<i>9764</i>	<i>3</i>	<i>Fall 2021</i>	<i>REQUIRED for ALL Drops & Adds</i>
Drop Add						
Drop Add						
Drop Add						
Drop Add						
Drop Add						

Explanation/Justification (Required):

I understand deliberately providing false, forged, or misleading documentation or information for the purpose of obtaining this administrative action may result in academic sanctions against me including but not limited to probation, suspension, or dismissal from the university. I also acknowledge that I am not subject to sanctions resulting from an academic honor policy violation. I also understand that the College may administratively drop me from any course, with no refund of tuition or fees, that I do not satisfy course prerequisites or co-requisites. My signature certifies that I have read, understand and agree to the policy described above.

Student Signature

Date

Admin Use

***By signing as the Dept Rep, you are confirming that you have verified the information above is accurate and complete.**

*Department Academic Coordinator/Director or Chair Signature

Date

FAMU OIED or FSU CGE Signature

Date

College Assoc. Dean for Research & Graduate Studies Signature

Date

FAMU Graduate Studies & Research Dean

Date