Office of the Registrar

TENNESSEE TECH

ADD/DROP FORM

Student Name: _____ T#: _____

               (Last)   (First)   (MI)

Term (check): ❑ Fall   ❑ Spring   ❑ Summer   Year: _____

ADD COURSE	Faculty: please check to see if course addition will require permit/override, and if so, please issue the necessary permit/override before allowing student to submit form. Please complete below permit/override section.						
CRN	Subject	Course #	Section	Credit Hr.	Instructor Signature	Advisor Signature	Business Office Signature*
							*Only required when student has been purged after classes start and is re-registering

Instructor/Departmental Associates: Please check and initial below after permit/override is given if necessary.

CLASS ❑ ___	CLOSURE ❑ ___	COLLEGE ❑ ___	COREQ ❑ ___	DEPT ❑ ___	PREREQ ❑ ___	TCONFLICT ❑ ___	COHORT ❑ ___	MAJOR ❑ ___

DROP COURSE	Students: please refer to the Master Calendar (www.tntech.edu/calendar) for drop date deadlines and refund deadlines. A reduction in credit hours may impact Financial Aid and Scholarships. Please consult with Financial Aid when dropping below full-time before turning form into Registration.				
CRN	Subject	Course #	Section	Credit Hr.	Advisor Signature

Athletic Advisor Signature **(for student athletes)**:	Date:
Chemistry Dept. **(only if dropping CHEM lab)**: Signature 1: Signature 2:	Date:
English Chair **(only if dropping ENGL 1010/1020)**:	Date:
International Office:	Date:

*** If credit hours change, indicate hours changing from: _____ to _____ total hours. ***

Student Signature: _____ Date: _____