



UNIVERSITY OF
SOUTH DAKOTA

OFFICE OF THE REGISTRAR

ADD/DROP FORM

NAME		
Last	First	MI

STUDENT ID NUMBER						
□	□	□	□	□	□	□

YEAR		<input type="checkbox"/> Fall	<input type="checkbox"/> Summer
20	□	<input type="checkbox"/> Spring	

<input type="checkbox"/> ADD <input type="checkbox"/> DROP	S A M P L E	Synonym No.	Credits				
		3 8 4 7 0	0 3 . 0				
		E N G L	2 1 1	U	0 1 5		
		Dept. Abbrev.	Course #	Seq. #			
		<input style="width: 100%; height: 20px;" type="text"/> Instructor's signature <input style="width: 100%; height: 20px;" type="text"/> * Dept. Chair (section change)					
<input type="checkbox"/> ADD		Synonym No.	Credits				
<input type="checkbox"/> DROP							
		Dept. Abbrev.	Course #	Seq. #			
		<input style="width: 100%; height: 20px;" type="text"/> Instructor's signature <input style="width: 100%; height: 20px;" type="text"/> * Dept. Chair (section change)					
<input type="checkbox"/> ADD		Synonym No.	Credits				
<input type="checkbox"/> DROP							
		Dept. Abbrev.	Course #	Seq. #			
		<input style="width: 100%; height: 20px;" type="text"/> Instructor's signature <input style="width: 100%; height: 20px;" type="text"/> * Dept. Chair (section change)					
<input type="checkbox"/> ADD		Synonym No.	Credits				
<input type="checkbox"/> DROP							
		Dept. Abbrev.	Course #	Seq. #			
		<input style="width: 100%; height: 20px;" type="text"/> Instructor's signature <input style="width: 100%; height: 20px;" type="text"/> * Dept. Chair (section change)					
<input type="checkbox"/> ADD		Synonym No.	Credits				
<input type="checkbox"/> DROP							
		Dept. Abbrev.	Course #	Seq. #			
		<input style="width: 100%; height: 20px;" type="text"/> Instructor's signature <input style="width: 100%; height: 20px;" type="text"/> * Dept. Chair (section change)					

INSTRUCTIONS: Please print legibly. Indicate add or drop for each. Complete the course information as shown in the sample to the left.

- Signatures**
- . Instructor signature required for course adds if section is closed.
 - . Dean's signature required if student is on academic probation, taking more than 18 hours, or is a graduate, medical, or law student.
 - . Advisor's signature required for graduate students in degree programs.

* For changes of section in the same course after the add/drop period, (10% of course), signature of Chair of the department offering the course is required in addition to that of the instructor.

Please note: Adds after the end of the semester will not be processed unless accompanied by a completed Final Grade Assignment form.

**IF YOU ARE DROPPING YOUR ONLY CLASS OR ALL YOUR CLASSES,
YOU MUST USE A WITHDRAWAL FORM, WHICH CAN BE OBTAINED
ONLINE AT www.usd.edu/registrar,
OR IN THE REGISTRAR'S OFFICE, BELBAS CENTER 223.**

<input style="width: 100%; height: 25px;" type="text"/>	<input style="width: 100%; height: 25px;" type="text"/>
Student's signature	Date
<input style="width: 100%; height: 25px;" type="text"/>	<input style="width: 100%; height: 25px;" type="text"/>
Advisor's signature	Date
<input style="width: 100%; height: 25px;" type="text"/>	<input style="width: 100%; height: 25px;" type="text"/>
Academic Dean's signature	Date