

## NCWC ASPIRE DROP/ADD FORM

Name: \_\_\_\_\_ ID#: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Other Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Semester:  Fall  Spring  Summer Year: \_\_\_\_\_

### COURSE(S) BEING DROPPED

| Course # | Title | Section | Sem. Hrs | Start & End Dates | Instructor | Last day of Attendance |
|----------|-------|---------|----------|-------------------|------------|------------------------|
|          |       |         |          |                   |            |                        |
|          |       |         |          |                   |            |                        |
|          |       |         |          |                   |            |                        |
|          |       |         |          |                   |            |                        |

### COURSE(S) BEING ADDED

| Course # | Title | Section | Sem. Hrs | Start & End Dates | Instructor | Location |
|----------|-------|---------|----------|-------------------|------------|----------|
|          |       |         |          |                   |            |          |
|          |       |         |          |                   |            |          |
|          |       |         |          |                   |            |          |
|          |       |         |          |                   |            |          |

Semester hours before schedule change: \_\_\_\_\_ after change: \_\_\_\_\_

### PAYMENT METHOD

**Drop:**  Paid Check/Credit Card  Financial Aid  ERP  ERP deposit paid

**Add:** Additional Tuition Charges: \_\_\_\_\_ Payment Type: \_\_\_\_\_

*By this schedule change, I accept full responsibility for all academic, financial and social obligations as stated in the NCWC Catalog. I understand that dropping courses below 12 credit hours may negatively impact my financial aid award. I understand that the \$50.00 tuition deposit is non-refundable (ERP only).*

**Check one:**

- This drop occurs **during** the drop/add period and I understand I will not be charged for the course(s).  
 This drop occurs **after** the drop/add period and before midterm. I understand I will still be charged, but will receive a non-punitive grade of "W."

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

|                |
|----------------|
| Jenzabar Input |
| Initials _____ |
| Date _____     |