

**UNIVERSITY OF ST. MARTIN  
REGISTRATION PROCESSING FORM**

**CHANGE IN REGISTRATION FORM**

*This form is to be completed by the student. PLEASE PAY ATTENTION TO DROP/ADD DATES AND DEADLINES FOR WITHDRAWING! In some cases, the instructor's signature may also be required; you will be notified when this is necessary. Students withdrawing from all courses for the semester must attach a letter stating the reason(s) for withdrawal. All changes must be processed through the Registrar's Office.*

**Name:** \_\_\_\_\_ **Student ID #:** \_\_\_\_\_  
Last First MI

**Semester:**  Fall (Aug) \_\_\_\_\_  Spring (Jan) \_\_\_\_\_  Summer (June) \_\_\_\_\_

**DROP**

*e.g.: ENG 111                  A                  3                  English Comp I                  John Doe                  (Signature)*

<b>Course</b>	<b>Section</b>	<b>Credit</b>	<b>Course Title</b>	<b>Instructor</b>	<b>Instr. sign</b>
<b>TOTAL:</b>					

**ADD**

<b>Course</b>	<b>Section</b>	<b>Credit</b>	<b>Course Title</b>	<b>Instructor</b>	<b>Instr. sign</b>
<b>TOTAL:</b>					

Student's signature \_\_\_\_\_ Date (m/d/y) \_\_\_\_\_ Advisor/Dean/Registrar signature \_\_\_\_\_ Date (m/d/y) \_\_\_\_\_