TCU

BOB SCHIEFFER
COLLEGE *of* COMMUNICATION

TO: Registrar's Office   DATE:

FROM: Office of the Dean

Student instructions: Download this form and complete it using Adobe Acrobat. Once complete, email it to Dr. Wendy Macias at w.macias@tcu.edu.

For late adds, you must include a note indicating permission for you to join the class, before approval will be considered. Students are ultimately responsible for their degree requirements. If your request is approved, we recommend you check my.tcu.edu to be sure you don't have any holds preventing the late add (e.g., financial or pending tasks).

Student's name   ID#

Select current semester: Fall   Spring   Summer   Year:

ADD:

CLASS#	DEPT.	CRSE #	SEC	AUD/CRED	HOURS

DROP:

CLASS#	DEPT.	CRSE #	SEC	AUD/CRED	HOURS

REFUND APPROVAL (Choose one)   100% (or even exchange)

                                          According to Calendar

TOTAL HOURS APPROVED:

APPROVED BY: