POST-SEMESTER
REGISTRATION/DROP/ADD FORM

PLEASE USE HARD-POINTED PEN   **UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL**

Print Name: _____

Last   First   MI

Term: **Fall**   **Spring**   **1st Summer**   **2nd Summer**   **Year:** _____

(circle one term)

PID (Person ID): _____ **School:** _____ **Major:** _____

INSTRUCTIONS:

1 - This form is to be completed when add or drop transactions, or late registrations are approved after the last day of classes.

2 - **Do not use this form if dropping all courses**. To drop all courses, you must follow University withdrawal procedures.

3 - After obtaining the required signature below submit all copies of this form to the University Registrar's Office, CB# 2100, 3100 SASB North.

If this is a post-semester registration, please check one: ☐ New Registration ☐ Reinstatement of Cancelled Registration

"D" for Drop "A" for Add	Course Name	Course Number	Section Number	Class Number	Activity Type Lab/Rec	Cr. Hours (if variable)	Credit Hours	Effective date of drop	Grade currently on record (drop only)	Grade to be recorded (drop or add- see *below)	Instructors approval (add only- see **below)
1											
2											
3											
4											

** Instructor's approval required only for ADDS. A grade must be noted on this form for ADDS.

* GRADE CHOICES

For DROP, one of the following MUST be chosen:
     "W" = Withdrew passing (remains on student record)
     "DR"= Drop this course and expunge it from the student's record
For ADD, the instructor-assigned grade should be noted, and the instructor's signature secured.

OFFICIAL OFFICE USE ONLY

_____   _____

Dean/Administrative Board Officer's Signature   *Date*

Goldenrod: University Registrar   **White: School Dean**   **Blue: Department Office**   **Green: Cashier**