Add/Drop/Withdrawal Form

Semester: *Example: Spring 2016*

Phone: (____) -

TENNESSEE'S Community colleges

Middle Initial

Student Signature: _____

Name:

Signature

Note: A signature is required only if the student is dropping/withdrawing. If the

student is being approved to add a course, only the dean or campus

director/associate dean signature is required.

Last

DROP/WITHDRAWAL

Reason for Drop (see codes **Dean or Campus** Credit below; only Credit Director/Associate Course / Section / CRN Course / Section / CRN Dean Signature Hours choose one) Hours

Drop/Withdrawal Reason Code List (Choose Only One):

WM = Changed My Major	WN= Family Responsibilit	tiesWO = Financial Reasons	WP = Health Related	WQ = Incorrect Course
WR = Instructional Issues	WS = Job Related	WT = Military Mobilization	WU = Not passing	WV = Other

NOTE: If you wish to withdraw from all your classes after the withdrawal deadline, you must complete the late/medical withdrawal form located in myNSCC and attach any supporting documentation

ADMINISTRATIVE WITHDRAWAL by Registrar or Students Affair	rs Personnel
Reasons/Justification for withdrawal:	
	1 1
Registrar or Student Affairs Signature	Date Date
(RECORDS OFFICE USE ONLY)	
Processed By: Date:// Checked By:	Date://

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Date: / /

International Student Status.

Member of



Student ID:_____

ADD

Warning: Dropping/Withdrawing from courses can negatively impact Financial Aid, VA Benefits, WIA, and

First
