



## Registration Form

*This form is used for students to add or drop courses to their schedule.*

Contact Information	
Name:	G #:
Date:	Phone:
Address:	
Registration Information	
Year:	Semester:

Register (Add)				Drop			
CRN	Subject & Course	Section	Credits	CRN	Subject & Course	Section	Credits

***To be completed if student is in other than good standing***

Advisor Name (Please Print)	Advisor Signature	Date

***To be completed in case of a time conflict***

Conflicting Courses	Instructor Name (Please Print)	Instructor Signature	Date

***To be completed if adding or withdrawing late (see college for additional specific requirements)***

Approval	Name (Please Print)	Signature	Date
Instructor			
Department Chair			

Late Adds also require the Academic College Dean's Office Approval

Dean of Academic  
College

_____	_____	_____
Name (Please Print)	Signature	Date

Directions for late adds and late withdrawals can be found at: [gvsu.edu/registrar/dropaddschedule](http://gvsu.edu/registrar/dropaddschedule)

Completed forms may be returned to the Student Assistance Center in Allendale (150 Student Services) or the Grand Rapids Pew Campus (115C DeVos) in person, by fax to (616) 331-2000, by email to [regdept@gvsu.edu](mailto:regdept@gvsu.edu), or by mail to the Registrar's Office, 150 Student Services, Allendale, MI 49401.