GRAND VALLEY STATE UNIVERSITY
REGISTRAR'S OFFICE

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			

Academic Dean's Office Approval

Late Adds also require the Academic Dean's Office Approval

_____ _____ _____

Name (Please Print) Signature Date

Directions for late adds and late withdrawals can be found at: 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, or by mail to the Registrar's Office, 150 Student Services, Allendale, MI 49401.