



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

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.