

SPRING SEMESTER 2023 ADD/DROP FORM

ID # _____ NAME _____ DATE _____

CLASS LEVEL _____ MS#: _____ RETURN COMPLETED FORM TO REGISTRAR@WESTMONT.EDU

Please read carefully, signature requirements differ according to the Add/Drop period.

Add/Drop Period 1: Students may make changes immediately following initial registration on Waypoint until Sunday, January 8. Instructor’s signature **ONLY** required to add a closed course or for instructor’s consent or to override prerequisite(s).

Add/Drop Period 2: Monday, January 9 – Friday, January 20
 Instructor’s signature **required** for **all** drops, adds, and audits.

ADD COURSES				
Dept	Num	Sec	Units	Instructor’s Signature

DROP COURSES				
Dept	Num	Sec	Units	Instructor’s Signature

Maximum load of 20 units plus 1 PEA if cumulative GPA is 3.00 or 3.00 semester GPA in two previous semesters (12 unit minimum.)

Please Note: A **\$40.00** late fee will be billed to your student account for all courses added **after January 20.** A “W” will be recorded on your transcript for all courses “dropped” **between January 21 and the withdrawal deadline of April 6.**