

Registration and Add / Drop Form

UNI: _____
 Last Name: _____
 First Name: _____
 School: _____

Check one: Registration Registration Change
 Term /Year: _____
 Program/Major: _____
 Degree: _____

Instructions:

Once you have entered the required information below, print and sign this form and return it to the Office of Student Services: sw-studentservices@columbia.edu; Room 520 or 523; or fax it to 212-932-7817.

Action Code:

A=Add a class
 D=Drop a class
 C=Change points/Grading option

Grading Options*:

L= Letter Grade
 P=Pass/Fail
 For change of Grading Option, please indicate clearly what option you want. For letter option, leave blank.

Signatures:

Please obtain approval signatures for classes that need them.

*Social Work student must take all classes for a letter grade. This includes courses taken outside of the School of Social Work. The only courses that are offered to Social Work as P/F are T6010 or T6020 Field Work and T6007 Immersion Seminar.

Action Code	Call Number 5-Digit	School Subject	Course Number/Section	Section Title	Points	Grading Options	Dean Approval, if required	Dept. Instructor Approval, if required
A	77785	SOCW	T7600 / 001		3.0	L		

Enter total points BEFORE:
 Enter total points AFTER:

Student's Signature: _____

Date: _____

Academic Advisor Signature (if required): _____

Date: _____

Dean's Signature (if required): _____

Date: _____