

LATE ADD



Last Name _____

First Name _____

ID Number _____

Date of Birth _____

INSTRUCTOR MUST:

1. Indicate start date of attendance in class which must be within scheduled deadline to add.
Students may not add if their first day of attendance was after the deadline to add
2. Sign the form, once the add/drop period ends we cannot use the add code.

If more than one class, please have all instructors sign.

Started attending on:	Class	Instructor's Signature

Student Signature _____

CHECK CLASS SCHEDULE FOR IMPORTANT DEADLINE DATES

Staff Use Only

Staff Initials

Date of Entry

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