

Hayes School of Music Drop/Add Form

Student's Name _____
Last First MI

This is a petition to: _____ ADD ___ DROP E-mail address _____

Banner ID # _____ Current GPA _____

MUS/AMU Course Number Section Number

Semester/year _____

Extenuating Reason for drop or add:

Co-requisite met/not needed

Pre-requisite met/not needed

Course full

Time conflict

Requesting "0" credit

Instructor permission required

Music Minor

Other (please explain)

Signatures (must be obtained in order listed below)

Student Date

Instructor Date

Dean/Assoc. Dean Date

Routing Instructions:

- 1. Student fills out form and adds signature**
- 2. Student sends form to instructor electronically**
- 3. Instructor signs and sends form to Drop/Add Google folder**

Dean's Office Use Only

DC: Drop Counts (Drop is to be counted as a Career Drop)

DR: Drop Replacement (Course w/same #hours will be added)

DH: Drop Hours Change (course w/different #hours will be added)