

**ADD/DROP REQUEST FORM**

1 \_\_\_\_\_  
STUDENT NAME YEAR IN PROGRAM

2 \_\_\_\_\_  
COURSE/STUDIO NAME

3 ADD  DROP

4 IF DROPPING EXPLAIN WHY

\_\_\_\_\_  
INSTRUCTOR SIGNATURE DATE

\_\_\_\_\_  
STUDENT SIGNATURE DATE

\_\_\_\_\_  
SCHOOL ADMINISTRATION: APPROVED DENIED DATE