ADD / DROP Registration Form

Student ID#: ________________________________

Liberty Email Address: __________________________@liberty.edu

Name: ___________________________________________

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle Initial</th>
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<tbody>
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Registration for: □ Spring □ Summer □ Fall of 20___ □ Undergraduate □ Graduate □ Doctoral

<table>
<thead>
<tr>
<th>ADD/DROP</th>
<th>CRN</th>
<th>Department</th>
<th>Course</th>
<th>Section</th>
<th>Credits</th>
<th>Instructor’s Signature for Closed/Full Sections*</th>
<th>Dean/Dept. Chair Pre-Req. Override**</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>ENGL</td>
<td>101</td>
<td>001</td>
<td>3</td>
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</tbody>
</table>

*Instructor’s signature required for adding courses that are full/closed.

**A Pre-Requisite Override requires the approval of the Dean or Department Chair of the department in which the course is taken. (This signature does not indicate signing a student into a full/closed course).

With the above changes, I now have ______ total credit hours. I understand the overload status (see below) will result in additional tuition charges.

Current GPA: ________

**Overload Status**

Undergraduate: 19-20 hrs = 3.0 GPA and Dept. Chair approval; 21 hrs = 3.5 GPA and Dean approval

Graduate: 16+hours = Program Director or Associate Dean approval

**Overload Approval** (Department Chair or Dean of Major signature required):

Signature: ___________________________ Date: ________________

Student Signature: ___________________________ Date: ________________

Registrar’s Office: ___________________________ Date: ________________

Revised: 12/2011