



STANTON UNIVERSITY

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CLASS ADD/DROP FORM

Please note: there is a \$5.00 processing fee to add/drop or change of classes

1. Personal Information:

Student's Name _____ Student's ID No. _____

Address _____

Phone _____ E-mail _____

2. Program of Study: _____
(ex: MBA, BBA, PGM, KCA, MMT ..)

3. Applying for: ___ Winter ___ Spring ___ Summer ___ Fall, Year (20)

Add a Course

| Course # | Course Name | Instructor | Units (Hours) | Day of class | Time (AM/PM) |
|----------------------------|-------------|------------|---------------|--------------|--------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Tuition Charged (\$) | | | | | |

Drop from a Course

| Course # | Course Name | Instructor | Units (Hours) | Day of Class | Time (AM/PM) |
|-----------------------------|-------------|------------|---------------|--------------|--------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| Total Tuition Returned (\$) | | | | | |

Tuition Adjustment: Total Tuition Charged – Total Tuition Returned = \$ _____

Student's Signature _____ Date _____

Advisor's Signature _____ Date _____

Processed by _____/Office of Admissions and Records Date _____