



**ADD (WITH APPROVAL) OR DROP COURSE**  
**(Student Handbook §3.3)**

*Form used after the start of the Term. Prior to that, Add/Drop may be completed either via myCU or by emailing the Law School Student Records Coordinator.*

|  |                   |
|--|-------------------|
| <b>TERM:</b> <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer | <b>YEAR:</b> 20__ |
|--|-------------------|

|                      |                  |
|----------------------|------------------|
| <b>Student Name:</b> | <b>G Number:</b> |
| <b>Phone:</b>        | <b>CU Email:</b> |

**I am requesting to:**

| ADD                      | DROP                     | CRN | LAW # | Course Name | Credit(s) |
|--------------------------|--------------------------|-----|-------|-------------|-----------|
| <input type="checkbox"/> | <input type="checkbox"/> |     |       |             |           |
| <input type="checkbox"/> | <input type="checkbox"/> |     |       |             |           |
| <input type="checkbox"/> | <input type="checkbox"/> |     |       |             |           |
| <input type="checkbox"/> | <input type="checkbox"/> |     |       |             |           |
| <input type="checkbox"/> | <input type="checkbox"/> |     |       |             |           |

*Check All:*

- I understand that changing my course load may impact Course Sequencing (Student Handbook §3.3.2) and result in the need for additional terms to complete my program requirements.
- I understand that this enrollment change may impact my financial aid package for this term.
- I have reviewed and confirm that this request complies with the Student Handbook §3.2 Course Loads and Overloads. *If not, a Petition for Course Overload form is required for the course(s) that exceed the permissible credit load.*
- I understand that I may not be employed more than 20 hours per week in any week that I am enrolled in more than twelve class hours. (Student Handbook §3.1.5).

**My paid hours of work per week for the Term of this request: \_\_\_\_\_**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Faculty Signature (if needed)\* \_\_\_\_\_ Date \_\_\_\_\_

*\* Permission of the faculty member & Associate Dean of Academics required to Add an open course after the "Add (No Permission Required)" deadline.*

Associate Dean of Academics Signature\* \_\_\_\_\_ Date \_\_\_\_\_

|  |  |  |
|--|--|--|
| <b>Office of Academics ► Associate Dean of Academics ► Student Records</b> |  |  |
| <input type="checkbox"/> Add (with Approval) Granted                       |  |  |
| <b>Student Records</b>   |  |  |
| <input type="checkbox"/> Update Banner                                     | <input type="checkbox"/> EM student notification form received | <input type="checkbox"/> EM Faculty of Courses |
| <input type="checkbox"/> Scan and File                                     |  |  |