Course Add Request Form

Delhi STATE UNIVERSITY of NEW YORK

- **Course add requests will not be considered official or completed until this form is received in the Registrar's office.** *Submit <u>immediately</u> upon obtaining the necessary signatures.*

- **Course Add Fee:** There is a charge of $20.00 for each semester-length course added after the fifth calendar day of the first week, prorated for partial semester classes. Please make payment at the Student Financial Services Office after request is approved.

Student Name:	
Student ID#:	
Student's Delhi Email:	
Major:	
Term:	Fall Spring Summer Winter

Are you a student athlete?	Yes	No
Are you using Veterans' Benefits?	Yes	No
Are you cross-registered this term?	Yes	No

Course(s) to be added:

CRN *(required)*	*Ex: 10011*	
Course #	*Ex: ENGL 100*	
Course Title	*Ex: Composition I*	
# Credits	*Ex: 3*	
Part of Term	*Check the appropriate box:*	Full Term Session A or J Session B or K Other:
Instructor Approval:		*Instructor signature here indicates that the instructor is approving any registration errors to be overridden.*

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Course #	*Ex: ENGL 100*	
Course Title	*Ex: Composition I*	
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Advisor Approval:		Date:
Student Signature:		Date:

Processed in Registrar:	*Date Received Stamp:*
Initials: _____ Date: _____	