



COURSE DROP REQUEST FORM

Course drops are not considered official, completed, or submitted until this form is received by the Registrar's Office with all necessary signatures.

Submit immediately upon obtaining the necessary signatures (*electronic signatures are accepted*):

- Bush Hall Room 124 or
- Registrar@delhi.edu (must send from your SUNY Delhi email account)

Full Name: _____

ID#: _____ Delhi e-mail: _____

Major: _____

Year/Term: 20____ Fall Winter Spring Summer
 Part of Term: Full Term A or J B or K Other: _____

Are you using Veteran Benefits?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I'm not sure
Are you a cross-registered student this term?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> I'm not sure

- Students who drop below full-time status (defined as 12 credits for undergraduate students, 9 credits for graduate students) are advised that eligibility for financial aid (including, but not limited to: Excelsior Scholarship, TAP, Pell, grants, etc.) may be affected.
- Students housed in the residence halls who drop below full-time status must obtain permission to remain in the residence hall. You can submit this request online: www.delhi.edu/reslife

Does this change drop you below full-time status?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Signature of <u>Dean or Program Director/Program Coordinator</u> required:	
Do you live in the residence halls?	<input type="checkbox"/> Yes* <input type="checkbox"/> No
<i>*Residence Life will be notified that you have dropped below full-time status (reslife@delhi.edu)</i>	

NCAA requires full-time enrollment to be eligible to participate in athletics (*unless exemptions apply*)

Are you a student athlete/do you practice with a team?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, which sport?	
If yes, Athletic Representative Signature/Date:	

CRN	Course	Course Title	Credits	Date of Last Attendance	Instructor Signature
10011	ENGL 100	Composition I	3	09-14-2023	Instructor Signature

DROP FEE: There is a charge of \$20.00 for each course dropped after the fourth Friday of a full-term course. This deadline is prorated for partial semester classes. Deadlines are published on the academic calendar. Payment may be made at Student Financial Services after the request is approved.

- It is the student's responsibility to meet all graduation and general education requirements.
- By signing and submitting this form, the student agrees that they understand the academic, financial, and student life consequences of dropping a class and accepts any applicable drop fees.

Signatory	Required Signatures	Date Signed/Processed
Student:		
Advisor:		
Registrar Office:		