

Barcode label  
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**GRADUATE STUDENT FORM**  
ADD/DROP/CHANGE TO AUDIT  
INDIVIDUAL CLASS LATE WITHDRAWAL

RECEIVED



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Term \_\_\_\_\_

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**PLEASE PRINT**

Name: \_\_\_\_\_ UAF ID# \_\_\_\_\_  
(Last) (First) (Middle)

UAF Email Address: \_\_\_\_\_ Contact Telephone Number ( ) \_\_\_\_\_

**NOTE: If tuition has been paid on your behalf by the University, as a benefit of receiving a Teaching Assistantship (TA), Research Assistantship (RA) or a Graduate Fellowship, any changes made to your semester courses may result in additional tuition and fee charges and payment of these charges may be your responsibility.**

**ADD A COURSE**

- To add a course, submit this form to the Registrar's Office prior to the last day of late registration.
- Be aware that you are responsible for payment of any additional tuition and fees.
- If you are auditing the course, you must check  Audit box. You are responsible for payment of tuition and fees for audited courses and audited courses do not count toward full-time enrollment.

CRN	Dept.	Course #	Sec #	Course Title	Credits	<input checked="" type="checkbox"/> Audit

**DROP or WITHDRAW FROM A COURSE**

If you are dropping to zero credits, you must submit a WITHDRAWAL FORM. Withdrawal forms can be obtained from the Registrar's Office or online. Do not use this form.

- To drop/withdraw from a course, submit this form to the Registrar's Office prior to the last day of student-initiated withdrawals.
- There will be no reimbursement of tuition or fees for dropped course(s) after late registration ends.

CRN	Dept.	Course #	Sec #	Course Title	Credits

**CHANGING A CURRENT COURSE FROM CREDIT TO AUDIT**

- You must currently be enrolled in the class for credit to use this form to change to audit.
- Submit this form to the Registrar's Office prior to the last day of student-initiated withdrawals.
- Audited courses do not count toward full-time enrollment, nor do they count for credit toward a degree.
- RA/TA/Fellowship tuition payments will not cover audited courses and you will be responsible for payment of tuition and fees.

CRN	Dept.	Course #	Sec #	Course Title	Credits	<input checked="" type="checkbox"/> Audit

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

All Graduate Students must take this form to the Graduate School (202 Eielson) for approval BEFORE submitting the form to the UAF Registrar's Office.

Approved: \_\_\_\_\_ Date: \_\_\_\_\_  
Graduate School Signature