

HIS University

Drop/Add Form

I wish to change my schedule and drop/add the following classes.

<u>Course #</u>	<u>Code #</u>	<u>Title</u>	<u>Drop</u>	or	<u>Add</u>
_____	_____	_____	_____		_____
_____	_____	_____	_____		_____
_____	_____	_____	_____		_____
_____	_____	_____	_____		_____

Refunds for classes dropped before 60% of the course is completed will be prorated, based on tuition paid, and costs as stated in the HIS catalogue, or student entry year. Tuition paid by a third party will be refunded to that party.

PRINT Name _____
Student
SIGNATURE _____ Date _____

CC: Administration Office

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