



Cambridge College
Office of the Registrar

Student ID# _____
US SS# ____/____/____

Add/Drop Request Form

Check off Location

- | | |
|--|---|
| <input type="checkbox"/> Cambridge, MA Campus | <input type="checkbox"/> Springfield, MA Center |
| <input type="checkbox"/> San Juan, PR Center | <input type="checkbox"/> Lawrence, MA Center |
| <input type="checkbox"/> Chesapeake, VA Center | <input type="checkbox"/> Augusta, GA Center |
| <input type="checkbox"/> Ontario, CA Center | <input type="checkbox"/> Memphis, TN Center |

Please Print and complete form

Please check Term YR _____
 FALL SPRING SUMMER

Student Information

Name _____ Contact Telephone (____) ____-____ Home/ Cellular
(____) ____-____ Work
Email Address _____

- ✓ Refer to the Academic Calendar for last day of submission
 - ✓ In order for the Add to be processed, please indicate the following:
 - Repeat Course, can not register online
 - Course is full and I have the professor signature _____
 - Exceed the amount of 12 credits to register online _____
- * Need to have the Dean's signature to approve override**

COURSE TO BE ADDED			COURSE TO BE DROPPED		
_____	_____	_____	_____	_____	_____
Course #	Title	Credits	Course #	Title	Credits
_____	_____	_____	_____	_____	_____
Course #	Title	Credits	Course #	Title	Credits
_____	_____	_____	_____	_____	_____
Course #	Title	Credits	Course #	Title	Credits

Note: dropping a course could reduce, or totally eliminate your financial aid for the semester. Please contact the financial aid office to determine the effect this drop will have on your aid. Students will be responsible for any funds that are cancelled, including any refunds you may have already received. By signing below, I acknowledge that I am aware of this regulation, and still request to drop the course(s) on this form.

Signature _____ Date ____/____/____

After printing and filling out this form, send by fax or mail to the Registrar's Office

Cambridge College - 1000 Massachusetts Avenue - Cambridge, MA 02138
Registrar's Office Phone- (800) 877-4723 x. 1101 - Fax - (617) 349-3560