



# Late Add or Late Drop Petition

SJSU ID Number: \_\_\_\_\_ SSN (Optional): \_\_\_\_\_

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Middle Name: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Student ID Number: \_\_\_\_\_

Please complete the following table with complete course information:

Add	Drop	5 Digit Course Code					Section	Dept. and Course	Instructor's Name	Instructor's Signature	Date

Please explain the circumstances regarding your request to add or drop courses after the deadline date for:

Year \_\_\_\_\_ Term:  Winter  Spring  Summer  Fall

(Use backside of this form as necessary to complete explanation)

\_\_\_\_\_  
Student's Name (Please print clearly)      Student's Signature      Date

**FOR IES OFFICE USE ONLY**

Status:  Approved  Denied  Other

Signature of Authorized IES Official: \_\_\_\_\_ Date: \_\_\_\_\_