

**Marquette University
College of Engineering
Undergraduate Students Only**

Add / Audit / Drop Form

Students are **required** to obtain both their advisor's **and** instructor's signature to add, audit, or drop any courses *before* the form is returned to the Associate Dean's Office for processing.

Name: _____ ID: _____ Date: _____

Add / Audit:

Dept. Name	Course #	Lecture Section	Lab Section	Cr. Hrs	Circle One	Instructor's <i>Signature</i>
					Add Audit	
					Add Audit	
					Add Audit	
					Add Audit	

Drop:

Dept. Name	Course #	Lecture Section	Lab Section	Credit Hours	Instructor's <i>Signature</i>

*** YOU MUST OBTAIN YOUR ADVISOR'S SIGNATURE FOR ADD and DROP and AUDIT ***

Print Advisor's Name _____ Advisor's Signature _____
 If ROTC student, an official's signature is required _____
 If OCIP student, a designated school official's signature is required _____
 * If it is not possible to obtain your advisor's signature before the final date of withdrawal, then obtain the signature of your Department Chairperson.

***** PLEASE PRESS FIRMLY *****

Please return all forms to the College Office. Student copy can be claimed after review in Olin, 201.

FOR OFFICE USE ONLY:
 Signature of Associate Dean for Academic Affairs _____ Date _____
 For Office Distribution: White - Office File Yellow - Advisor Pink - Instructor Gold - Student
 Rev 01/2007

Sample:

Official Forms Available in College Office