



Office of the Registrar
 University of the Pacific
 3200 Fifth Ave.
 Sacramento, CA 95817

ADD/DROP REQUEST FORM

(After deadlines for adding or dropping you must petition the school that offers the course with this form)

University ID Number: _____ **Phone Number:** (____) _____

Student Name: _____ **Pacific E-mail:** _____ @u.pacific.edu
 Last First Middle

College/School: _____ **Major/Program:** _____

Term/Year: **Fall** _____ **Winter** _____ **Spring** _____ **Summer** _____
 Year Year Year Session & Year

I understand that this Add/Drop form is conditionally accepted by the University and that I am responsible for payment of applicable tuition and fees associated with the changes I am making.

Student (signature required): _____ **Date:** _____

COURSES TO BE ADDED:

Course Ref. # CRN	Subject	Course #	Sect. #	Course Title	Instructor's Name	Units	P/F

COURSES TO BE DELETED:

Course Ref. # CRN	Subject	Course #	Sect. #	Course Title	Instructor's Name	Units	P/F

Pass/Fail Grading Option

This option is only for courses in which there is a grading option available. Register for the course via insidePacific and submit this form to the Office of the Registrar indicating P/F in the last column before the last day to add. No signatures are required for this change. Courses taken P/F may not subsequently be converted to a course credit or grade. No changes may be made following the last day to add/drop for the term.

▶ **Asst. Dean of Student Affairs or Department Chair Signature:** _____ **Date:** _____

<small>REGISTRAR'S OFFICE USE ONLY</small>	
Received Date _____	Financial Aid Office Notified _____
Processed by _____ Date _____	Business Office Notified _____