

UASH Petition for Late Add/Drop

Name: _____ Date (term/year): ____ / _____

UID: _____ Year of Study: _____ Option: _____

Caltech Email: _____ Other Email: _____

Mobile Phone: _____ Advisor Name: _____

IMPORTANT NOTES

- ◆ Your petition must be submitted to the Registrar's Office. Please check the UASH website at www.registrar.caltech.edu/uash for deadline to submit documents. Late submissions will NOT be accepted.
- ◆ All information provided on this form is PRIVATE and will only be shared with those who have a need to know. *If you are concerned about revealing deeply personal issues in your petition or to particular UASH members, please discuss methods for handling this with the Deans.*
- ◆ Please read the Guidelines for Preparing and Submitting Late Add/Drop Petitions, in the UASH Handbook §3 before writing and submitting this petition.

1. List the course(s) you wish to late add/drop:

| Course Number & Name | Term/Year Taken | Instructor | Action (add/drop) |
|----------------------|-----------------|------------|-------------------|
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2. Explain why you wish to late add/drop these courses. (Attach a separate sheet of paper.)

3. Check that you have included the following with your petition:

- Signed Add/Drop card, date-stamped by the Registrar's Office
- Adviser Comment form
- Note(s) from Instructor(s), if appropriate
- Other information, if appropriate (see Guide to Late Add/Drop Petitions in the UASH Handbook, §3).

Signed: _____

Date: _____

International Student Programs signature/date (INTERNATIONAL STUDENTS ONLY)