



Registrar's Office
 Southeastern Bible College
 2545 Valleydale Road
 Birmingham AL 35244-2083
 205-970-9208

Drop/Add Form

LAST NAME (STUDENT)	FIRST NAME	PHONE #	E-MAIL ADDRESS
DATE OF BIRTH AND/OR SOCIAL SECURITY NUMBER		DATE	
STUDENT SIGNATURE			

Drop/Add Info:

1. Advisor must sign; professor must initial by course # of dropped classes
2. Submit form to Registrar
3. Fee: \$20.00 will be charged to the student's account
4. Contact the Business Office about any account changes

Course #	Section #	Course Name	Added Hours	Dropped Hours

Advisor's Signature: _____

Total Hours _____

Registrar's Signature: _____

Original: Registrar; Copies: Business Office, Fin. Aid Office, Advisor, Professor(s)

Date

BUSINESS OFFICE ADJUSTMENT: _____

Notes:

DATE _____ SIGNATURE _____