 **LATE ADD FORM**

**Student’s Information**

Name: ID#:

**Class Information**

Term: Subject: Number Index #: # of Credits: Day(s) of week: Time:

Instructor’s signature:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Date:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***(This permission must be submitted to the Welcome Center/Registration Department within 2 business days of the Instructor’s authorization.)***

* Payment of tuition and fees must be made prior to being registered for this class.
* Financial Aid (FA) may not be available for courses added late. Check with the financial aid office if you intend to use FA to cover the cost of this class.
* Students may not sit in on classes for which they are not registered.
* On line classes must be approved by Jurgen Hilke – jhilke@frederick.edu

Student’s signature:

*(for office use only) SF: \_\_\_\_\_\_\_\_\_\_\_\_\_\_ Registration:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_*

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