

Instructions for ADD/DROP/WITHDRAWAL FORM

1. Add/Drop/Withdrawal forms should be used for adding or dropping course(s) or withdrawing from your college.
2. Only the student signature is required prior to the first day of class for any semester.
3. All signatures are required on and after the first day of class. Grades should be assigned by the Instructor of each course.
4. All forms are submitted to the Office of the University Registrar at:
4301 W. Markham, #767
Little Rock, AR 72205
or by fax (501-526-3220)
or by email (registrar@uams.edu)
5. After your form is processed, you will receive an email to your UAMS email address. If you do not receive an email, please do not assume it has been received and processed. You may email registrar@uams.edu to check the status.



UNIVERSITY OF ARKANSAS
FOR MEDICAL SCIENCES

UNIVERSITY OF ARKANSAS FOR MEDICAL SCIENCES ADD/DROP/WITHDRAWAL FORM

Name _____ Student ID _____ Date _____

College	Program	Type (Choose one)	Do you plan to return?
		Drop	Next Semester
		Add	More than One Semester
		Withdraw from program	Never

TO DROP OR WITHDRAW:

Prefix, Number, Course Name and Hours	Last Day of Attendance (To be completed by instructor only)	Instructor's Signature	Grade Assigned by Instructor

TO ADD:

Prefix, Number, Course Name and Hours	Instructor's Signature

Total hours: Present enrollment Proposed enrollment

My reasons for requesting this change are:

ATTENTION: It is the student's responsibility to obtain appropriate signatures prior to submitting form

_____ Date _____
Student Signature

Approved _____ Date _____
Advisor

Approved _____ Date _____
Dean or Associate Dean

Please mail or fax form to:
Office of the University Registrar
4301 W. Markham, #767, Little Rock, AR 72205
Fax number (501) 526-3220
Email to registrar@uams.edu

Form is incomplete until it is received in the Registrar's Office