The sample drop request form below is a guide to assist you in filling out your form correctly. The success of your drop transactions depends on your completing the form correctly.

Fill in name, student identification number, (CIN) quarter, year, and date submitted. You must indicate course abbreviation and number, section number, and unit value for each course so your drop request form can be processed. Refer to instructions below for appropriate approvals.

CALIFORNIA STATE UNIVERSITY, LOS ANGELES
OFFICE OF THE REGISTRAR

DROP REQUEST FORM

PRINT NAME _______________________________ QUARTER ____________________ YEAR ___________

CAMPUS IDENTIFICATION NUMBER: __________-________-________-________

DATE SUBMITTED __________/________/________

State serious and compelling reasons as to why you must drop this course(s):

Student’s Signature __________________________ Date __________

DROPS

"W" DROP PERIOD

S A M P L E

See instructions above and on the next page for required signatures.

To take a class with CR/NC or A,B,C/NC grading option or to audit a class, go to Admin. 146 for processing.