**Graduate Studies course drop/add**

# Use this form to:

* Audit a course or to take a course as extra to your degree.
* Enrol in a course that requires an override.

# Instructions:

1. Complete sections 1-3, and submit the form to your academic department.
2. Use one form for each class change.

For more information about this form, please review the [Graduate Studies course drop and add form web page.](https://uwaterloo.ca/forms/graduate-studies/%3Cfront%3E/graduate-studies-course-dropadd)

# Section 1: Student information

University of Waterloo student identification number

Last name(s) First name(s) Email Faculty (e.g. Arts) Department or School (e.g. History) Program (e.g. MASc, ECE) Program level:  master’s  doctoral  graduate diploma  non-degree

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Study option:  thesis  master’s research paper  coursework Term:  fall  winter  spring year

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# Section 2: Course information

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Action | Class number (e.g. 2904) | Subject (e.g. HIST) | Catalog number (e.g. 600) | Section number (e.g. 001) | Course designation A = auditX = extra to degree\* Leave blank if taking for credit | Topic title(special topics courses only) |
| Add |  |  |  |  |  |  |
| Drop |  |  |  |  |  |  |

**Select the applicable override(s):**

 time conflict allows enrolment in courses that have overlapping meet times

 class enrolment period allows enrolment after the class enrolment period

# Rationale

Student signature Date (mm/dd/yy)

**Section 3: Approval signatures** (student obtains)

Instructor Date (mm/dd/yy) Supervisor Date (mm/dd/yy)

**Section 4: Approval signatures** (department/Faculty obtains)

Graduate officer Date (mm/dd/yy) Associate dean, Faculty Date (mm/dd/yy)

# (required when adding a course after the third week of classes or dropping a course after the tenth week of classes)

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