GERMANNA COMMUNITY COLLEGE

For Office Use Only:

Initials: _____

Date: _____

ADD/DROP Change Form

(Complete and submit this form to Admissions/Records)

Locust Grove Campus - 2130 Germanna Highway - Locust Grove, VA 22508-2102 - (540) 423-9122
Fredericksburg Area Campus - 10000 Germanna Point Drive - Fredericksburg, VA 22408-9543 - (540) 891-3020

Semester: ☐ Fall ☐ Spring ☐ Summer **Year:** _____

Student ID: _____ Curriculum/Degree Program: _____

Name: _____ Phone: _____
LAST NAME FIRST NAME MI

If you are a financial aid recipient dropping classes, please check with Financial Aid before submitting this form to Admissions & Records.

Catalog #	Subject	Course #	Section	Credits	Audit	Catalog #	Subject	Course #	Section	Credits
ADD						DROP				

☐ Are you receiving GI-Bill benefits for tuition? GI-Bill benefit recipients **must** notify the Veterans Coordinator of any changes they make.

_____ _____
Advisor/Counselor Signature Date Student Signature Date

Advisor Comments: _____

REQUEST FOR EXCEPTIONS (Check all that apply and submit to Admissions & Records)

☐ **Request to register for more than 18 credits excluding SDV 100.** (GPA 3.0 Required)

Approved/Disapproved: _____ GPA: _____

☐ **Request permission to audit the following classes:** _____

*Audited Classes are not counted in your course load for Financial Aid.

Approved/Disapproved: _____ Reason: _____