



Petition to Add a Full-Term Class After the Deadline

During the third week of the semester (no later), students may be allowed to add a class after the deadline **ONLY** if they have been an **ACTIVE PARTICIPANT** in the class during the first two weeks. Students have one week from the last day to add to submit this petition.

AN ADD SLIP ALSO MUST BE SUBMITTED. THE ADD SLIP GOES BACK TO THE INSTRUCTOR, AND IS THE ONLY VERIFICATION THE INSTRUCTOR HAS THAT THE STUDENT HAS BEEN OFFICIALLY REGISTERED.

Instructor and Division Dean must verify the student's active participation since the beginning of the class:

Instructor's Signature **Course Name/Number** **Section #**

Division Dean

Student Name: _____ **Date:** _____

SS# or Student ID: _____ **Ph:** _____

Student Signature: _____

(Only fill out the drop section below if necessary)

Course Section # to be dropped: _____ Lab Section # _____

Course Name/Number: _____ Units: _____

This petition must be turned in to the Admissions and Records Offices (Aptos, Watsonville, Scotts Valley) no later than the end of the third week of the semester.

Date Student Registered: _____

Staff Member Signature: _____