University of North Dakota Office of the Registrar

Registration Action Form

Name:	Student ID:	Birth Date:	
(Please Print) Last First MI	Term: Fall	Spring Summer	
Student Signature:			
To withdraw from a term at UND, submit the cancellation/withdrawal	form at und.edu/academics/	registrar/forms.cfm	
, 			
Action #: Class #: Subject:	Catalog #:	Units:	
(See back) Course Title:	Grade Option:		
Signatures (where required) valid for three working days:			
Advisor:	Date:		
Instructor:			
Dean of Course:			
	Date:		
<u>=</u>			
Dept./Office Stamp/Authorization:	Date.		
Action #: Class #: Subject:	Catalog #:	Units:	
(See back) Course Title:			
Signatures (where required) valid for three working days:			
Advisor:	Date:		
Instructor:			
Dean of Course:			
Dean of Student's College:			
Dept./Office Stamp/Authorization:			
Dept./Office Stamp/Addiofization	Datc.		
1. ADD	(no signature required)		
2. DROP		(no signature required)	
3. Override Full Capacity (Class Limit)	Instructor		
4. Add after deadline (Action Date)	UGRD Advisor, Instruct	or, and Dean of Course	
· · · · · · · · · · · · · · · · · · ·	GRAD Advisor, Instructor, and School of Graduate		
	Studies Dean		
5. Increase # of credits through last add day (Class Units)	(no signature required)		
6. Decrease # of credits through last drop day (Class Units)	(no signature required)		
7. Change to/from S/U grading through last drop day	Advisor (Freshman & Grad students cannot elect		
9. Float audit grading (no gradit)	S/U grading) Instructor (1 st Day of Classes-Last Day to Add)		
8. Elect audit grading (no credit)9. UGRD overload to more than 21 credits Fall/Spring	Dean of College		
10. GRAD overload to more than 12 credits Fall/Spring/Summer	Advisor		
11. UGRD overload to more than 15 credits Summer		Dean of College	
12. Override restricted to college	Dean of Course		
13. Override restricted to conege 13. Override restricted to classification	Department Department		
14. Override restricted to classification 14. Override restricted to grads (Career)		of Graduata Studios Doon	
15. Override restricted to grads (Career)	Department and School of Graduate Studies Dean Department		
16. Section change	Instructor of each section (through last day to drop)		
17. Override pre-requisites missing	Instructor or each section (through last day to drop) Instructor or Department		
19. Time Conflict	Instructor of each course		
20. Department Consent	Instructor or Department		

NOTE: An Administrative Procedures Petition is required to change registration after last day to drop.

NOTE: The signatures required are for actions done before deadlines (unless otherwise noted).