



Processor	_____
Term	_____
Date	_____

Office of Records, Registration & Veterans' Affairs [RRVA]

Credit Registration: Add, Drop, or Withdraw

Student ID Number

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 Winter Spring Summer Fall Year _____

Last Name _____ First Name _____ Middle Initial _____

Street Address _____ Apt/Unit _____

City _____ State _____ Zip Code _____

County (i.e. Howard, Montgomery, etc.) _____ Email _____

Phone(s) Home _____ Cell _____

Are you using veterans benefits, tuition assistance, or financial aid? Yes No

Complete a separate form for each term. Use a pen to select your action in each box. Dropping or withdrawing from a class may impact financial aid, tuition assistance, veterans' benefits, F1 visa status, and result in a balance. Students should consult with the appropriate office(s) before dropping or withdrawing.

Action	Course & Number (ex. ENGL-121)	Section (ex. 101)	Credit Hours
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			
<input type="checkbox"/> Register for credit <input type="checkbox"/> Register for audit <input type="checkbox"/> Drop <input type="checkbox"/> Withdraw			

I certify that the above information is true and correct, and I request the change(s) indicated above. All charges due to Howard Community College (HCC) must be paid in full by the published payment due date. Students who are actively enrolled in the Tuition Payment Plan or have financial aid, military Tuition Assistance, veterans' education benefits, third party sponsors, and/or tuition waivers may be able to defer that portion of their balance. If the student's full balance is not covered by these other sources for any reason, the student is responsible for the balance due. Past due balances are subject to collection and fees up to 25% of the original balance. Students whose accounts are delinquent will not be permitted to register for the next term or receive official transcripts and diplomas. HCC may require payment in the form of certified funds, such as cash, money order, credit card, or a cashier's check.

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Financial Aid/VA Signature _____ Date _____