Regardless of any financial aid for which I have applied, I acknowledge I am responsible for all tuition and fees incurred by this registration, as well as all costs associated with its collection up to 40%. Additionally, I authorize any charges related to my attendance at Charleston Southern University to be placed on my student account.

**DROP (Drop/Add Period) or WITHDRAW (AFTER the Drop/Add Period)**

<table>
<thead>
<tr>
<th>Code</th>
<th>Course Number</th>
<th>Section Number</th>
<th>COURSE TITLE</th>
<th>CREDITS</th>
<th>Permission to force into full class (chair’s initial)</th>
<th>Time Conflict</th>
<th>Both Instructors’ Initials</th>
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**WITHDRAWING DOES NOT AFFECT HOURS**

For Office Use Only:

- Tuition Hours Before Change (including noncredit courses)

- Tuition Hours After Change (including noncredit courses and hours; cannot exceed 18 hours without approval)

**NOTE:**

- If you withdraw from any class after the last day to receive a full refund, a withdrawal grade must be assigned. Tuition charges and hours remain. Student-athlete eligibility may be affected.

- If you take an online CAPS course(s), you must have the Dean of your major’s approval. There will be an additional charge.

- If you take more than 18 hours, you must have the Dean of your major’s approval. There will be an additional charge.

**NOTE:**

Student’s Initials ____________ Dean’s Initials ____________

**OFFICE USE ONLY**

DATA ENTRY ____________ Date

Initials ____________ Date

Student’s Signature Date

Advisor’s Signature Date

White Copy (Registrar)
Yellow Copy (Student)