



# Lake Tahoe Community College

## Add/Drop/Waitlist Form

Quarter (check one):

Fall       Spring

Winter       Summer

Student Name: \_\_\_\_\_  
Last name (please print)      First Name

Student ID: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

| Add or Drop?  | Course ID | Sect # | Course Title | Units |
|---|-----------|--------|--------------|-------|
| <input type="checkbox"/> Add <input type="checkbox"/> Drop* |           |        |              |       |
| <input type="checkbox"/> Add <input type="checkbox"/> Drop* |           |        |              |       |
| <input type="checkbox"/> Add <input type="checkbox"/> Drop* |           |        |              |       |

| Office                            |                                   |
|-----------------------------------|-----------------------------------|
| <input type="checkbox"/> Drop/NR  | <input type="checkbox"/> Waitlist |
| <input type="checkbox"/> Withdraw |                                   |
| <input type="checkbox"/> Drop/NR  | <input type="checkbox"/> Waitlist |
| <input type="checkbox"/> Withdraw |                                   |
| <input type="checkbox"/> Drop/NR  | <input type="checkbox"/> Waitlist |
| <input type="checkbox"/> Withdraw |                                   |

*\*Students who drop courses after the drop with no record date will receive a "W" grade issued for withdrawal from the course.*

|                        |             |                |    |          |                                   |                               |                          |                             |
|------------------------|-------------|----------------|----|----------|-----------------------------------|-------------------------------|--------------------------|-----------------------------|
| <b>Office Use Only</b> | Changed by: | Payment Refund | \$ | Receipt# | <input type="checkbox"/> Cash     | <input type="checkbox"/>      | <input type="checkbox"/> | <input type="checkbox"/> Ck |
|                        |             |                |    |          | <input type="checkbox"/> M/V/D/AX | <input type="checkbox"/> BOGW |                          |                             |