Office of the Registrar  
University of the Pacific  
3200 Fifth Ave.  
Sacramento, CA 95817

ADD/DROP REQUEST FORM  
(After deadlines for adding or dropping you must petition the school that offers the course with this form)

---

University ID Number: ___________________________  
Phone Number: (_______) ________________________

Student Name: ___________________________________  
Pacific E-mail: ___________________________@u.pacific.edu

College/School: ___________________________  
Major/Program: ___________________________

Term/Year:  
- □ Fall ___________  
- □ Winter ___________  
- □ Spring ___________  
- □ Summer ___________  

I understand that this Add/Drop form is conditionally accepted by the University and that I am responsible for payment of applicable tuition and fees associated with the changes I am making.

Student (signature required):_________________________________________  
Date: _____________

### COURSES TO BE ADDED:

<table>
<thead>
<tr>
<th>Course Ref. #</th>
<th>CRN</th>
<th>Subject</th>
<th>Course #</th>
<th>Sect. #</th>
<th>Course Title</th>
<th>Instructor’s Name</th>
<th>Units</th>
<th>Grade Mode (P/F or (G)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### COURSES TO BE DELETED:

<table>
<thead>
<tr>
<th>Course Ref. #</th>
<th>CRN</th>
<th>Subject</th>
<th>Course #</th>
<th>Sect. #</th>
<th>Course Title</th>
<th>Instructor’s Name</th>
<th>Units</th>
<th>Grade Mode (P/F or (G)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Pass/Fail or Graded Option**

This option is only for courses in which there is a grading option of P/F or Graded available. Register for the course via insidePacific and submit this form to the Office of the Registrar indicating P/F or Graded in the last column before the last day to add. No signatures are required for this change. Courses taken per your selection above may not subsequently converted after the add/drop period.

► Asst. Dean of Student Affairs or Department Chair Signature: ___________________________  
Date: _____________

---

REGISTRAR’S OFFICE USE ONLY

Received Date___________  
Financial Aid Office Notified___________

Processed by ___________ Date ___________  
Business Office Notified___________

Last updated 08/15/2018