DROP/ADD REQUEST FORM

HIGHLAND COMMUNITY COLLEGE

Student Name: _____ **Student ID #**: _____
Please Print

Telephone: _____ **Fall / Spring / Summer 20**_____

DROP

Session	Course #	Section #	Course Name	Cr./Hrs.	Last Day of Attendance

OFFICE USE ONLY

Books Returned: Yes No **VA Benefits**: Yes No **Financial Aid**: Yes No

REFUNDS
Please see refund policy/dates on the Highland website at **WWW.HIGHLANDCC.EDU**

ADD

Session	Course #	Section #	Course Name	Cr./Hrs.	Days	Times	Start Date

_____ _____
Student's Signature Date Advisor's Signature Date

DIGITAL SIGNATURE NOT ACCEPTED

_____ _____
Registrar's Signature Date Remaining Hours

Highland Community College is accredited by the Higher Learning Commission (hlcommission.org), a regional accreditation agency recognized by the US Department of Education. Highland Community College does not discriminate on the basis of sex, race, color, national origin, disability, age, religion, genetic information, marital status, veteran's status, sexual orientation, or other factors that cannot be lawfully considered in its programs and activities as required by all applicable laws and regulations. Inquiries concerning the College's compliance with its nondiscrimination policies or Title IX may be referred to the Vice President for Student Services or the Human Resources Manager at 785-442-6000, 606 West Main, Highland, KS 66035. Inquiries concerning the College's compliance with Section 504 and its policies may be directed to the Vice President for Academic Affairs at 785-442-6000, or 606 West Main, Highland, KS 66035.