

REGISTRATION CARD Term _____ Year _____



Name _____
Last First Middle

_____ *ID Number Local Phone No.*

_____ *e-mail address*

___ Degree Candidate

___ Non-Degree Candidate

Advisor's Signature _____ Date _____

Student's Signature _____ Date _____

** Use this code*
A = Audit
C = CRC
P = Pass/Fail
G = PE for a grade
H = Honors

Instructor's Initials	Dept.	No.	Sect.	Cr. Hrs.	*
Total Hours Credit					

Graduating Students: Make sure this transaction does not adversely affect your requirements for graduation.

In an effort to reduce the need for student gathering and paper handling during this time, the Office of the Registrar will temporarily accept virtual Registration Card. The office will also accept email requests without the form as long as they are received directly from the academic advisor.

Virtual instructions for students who need to withdrawal from a course:

1. Complete the Registration Card including your signature.
2. Take a picture of or scan the completed and signed form and email it to your academic advisor.
3. Your academic advisor will forward the form and a message to the Office of the Registrar at registrar@meredith.edu for processing.
4. Changes become effective on the date this form is emailed to your academic advisor.

NOTE: If the class you are attempting to add is closed, please use the Drop/Add Form located [here](#).

CHANGES BECOME EFFECTIVE ON THE DATE THIS FORM IS RECEIVED IN THE OFFICE OF THE REGISTRAR.