

**MARLBORO COLLEGE**  
**ADD/DROP/CHANGE FORM – REGISTRAR’S OFFICE**

FALL 20\_\_\_\_\_ SPRING 20\_\_\_\_\_ SUMMER 20\_\_\_\_\_

\_\_\_\_\_  
**Student Name**

\_\_\_\_\_  
**Campus Box #**

\_\_\_\_\_  
**Total Credits after Changes**

*Please note deadlines on the Expanded Academic Calendar and be sure to obtain all required signatures.*

*Note: To maintain full-time status, students must be registered for a minimum of 12 credits. There is an additional charge for credits over 18.*

**DROP COURSE** (see posted deadline)

\_\_\_\_\_  
Course/Tutorial title

\_\_\_\_\_  
Credits

Tutorial    Class    (circle one)

\_\_\_\_\_  
Instructor's name

\_\_\_\_\_  
*Instructor's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Advisor's signature*

\_\_\_\_\_  
*Date*

**ADD COURSE/TUTORIAL** (see posted deadline; tutorials MUST be accompanied by description - see verso)

\_\_\_\_\_  
Course/Tutorial title

\_\_\_\_\_  
Credits

Tutorial:    • Plan    • Non-plan

Course:    • Plan    • Non-plan

\_\_\_\_\_  
Instructor's name

\_\_\_\_\_  
*Instructor's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Advisor's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Student Accounts signature for credits over 18*

\_\_\_\_\_  
*Date*

**CHANGE COURSE/TUTORIAL CREDITS UP OR DOWN** (see posted deadline)

\_\_\_\_\_  
Course/Tutorial title

\_\_\_\_\_  
Credits

Tutorial    Class    (circle one)

\_\_\_\_\_  
Instructor's name

\_\_\_\_\_  
*Instructor's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Advisor's signature*

\_\_\_\_\_  
*Date*

**Change credits from \_\_\_\_\_ to \_\_\_\_\_**

**Please note that most colleges and graduate schools operate on a three- or four-credit system.  
It may be difficult to transfer courses worth fewer than 3 or more than 4 credits.**

**INDIVIDUAL TUTORIAL DESCRIPTION**

**Course Field:** \_\_\_\_\_

Brief description (in college-catalog style English) of the work you are doing. This description serves as documentation of your study, which is made available when course or tutorial descriptions are requested.