



Add/Drop Request

Office of the Registrar

Station 5 | 1500 S Ave K | Portales, NM 88130

Phone: 575.562.2175 | Fax: 575.562.2566 | registrar.office@enmu.edu

ENMU ID: _____ Semester: _____

Student's name: _____
Last First Middle initial

Phone: _____ Email: _____

Add Course(s)

CRN Code	Course Abbreviation	Course Number	Section Number	Credit Hours	Days	Time	Instructor Signature

Drop Course(s)

CRN Code	Course Abbreviation	Course Number	Section Number	Credit Hours	Instructor Signature

Enter number of hours originally enrolled for: _____

Enter total number of hours enrolled for after all changes: _____

Approvals and Signatures

I acknowledge by submitting this form that I understand adding, dropping or withdrawing may affect my eligibility for:

- federal student aid
- scholarships
- NCAA eligibility
- veteran benefits
- etc.

I also understand any changes in eligibility may reflect on my student account.

Student signature

Date

Note: 19 or more hours requires dean's overload approval:

Dean's signature

Clerk's initials