Instructions:

1. Fill out the form completely and submit it to a representative in the Registration Building (REG).
2. Present your USC ID card or driver’s license at the time you are assisted.
3. Verify the accuracy of the transaction performed on-line or request a Registration Confirmation print-out.

### Student ID Number

Name: Last First M.I.

### CLASSES TO BE ADDED

<table>
<thead>
<tr>
<th>COURSE PREFIX</th>
<th>COURSE NUMBER</th>
<th>UNITS</th>
<th>CLASS NUMBER</th>
<th>D/R</th>
<th>TIME</th>
<th>DAYS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: ARCH</td>
<td>106x</td>
<td>4</td>
<td>11111</td>
<td>R</td>
<td>10</td>
<td>MWF</td>
</tr>
</tbody>
</table>

1. 
2. 
3. 
4. 
5. 

### CLASSES TO BE DROPPED

<table>
<thead>
<tr>
<th>COURSE PREFIX</th>
<th>COURSE NUMBER</th>
<th>UNITS</th>
<th>CLASS NUMBER</th>
<th>D/R</th>
<th>TIME</th>
<th>DAYS</th>
</tr>
</thead>
</table>

1. 
2. 
3. 
4. 
5. 

To add a closed course:
1. If a class is closed, you must obtain both the instructor’s signature and the departmental stamp on this form.
2. Return the form to the Registration Building (REG) for processing.

To add a course that requires D clearance:
1. Obtain “D” clearance from the department offering the course. Most departments will give clearance over the telephone.
2. Register on Web registration. You may add a class through the 3rd week of classes (or the week 3 equivalence for a special or summer session) and dropped by Web Registration through the 12th week (or the week 12 equivalence for special or summer session). Please obtain the instructor’s approval before adding any class after the 1st week of classes.

The following departments convert their undergraduate courses to require “D” clearance on the first day of:
- Week 1: AMST, ARLT, BISC, COMP, ENGL, MATH and all undergraduate Business classes.
- Week 2: EALC, HIST, SPAN and all MUS classes.
- Week 3: FA, PAS, and all Cinema Television classes.

“I have consulted with my Academic Advisor and after considering the advice, I have decided to change my program as shown above.”

X

Student’s Signature Date