University of Maryland School of Law

Change in Registration Request (ADD/DROP)

Submit to Office of Registration & Enrollment
Suite 280 or by fax 410-706-2103 **

NAME: ___________________________ Mailbox #: ______ REQUEST DATE: ________________

CLASS: ________ TERM: (Circle One) Fall Spring Summer YEAR: ________________

Class codes are as follows:
- LD1 = 1 day
- LE1 = 1 eve
- LSD = Law Non Degree Day
- LD2 = 2 day
- LE2 = 2 eve
- LSE = Law Non Degree Eve.
- LD3 = 3 day
- LE3 = 3 eve
- LE4 = 4 eve

Student ID# (@000.....) (Do NOT use SSN): ____________________________

NOTE: Adding or dropping a Clinic or LTP course requires written instructor or clinic director approval after July 15 for the upcoming fall semester/December 1 for the upcoming spring semester. Failure to comply with the rule may result in a grade of “F” being entered on the student’s record for the course.

ADD

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<th>Dept</th>
<th>Course No.</th>
<th>Credits</th>
<th>AU</th>
<th>Repeat</th>
<th>Course Title</th>
<th>Administration Only</th>
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Student Comments:

DROP

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Student Comments:

**Note: Any “holds” on a student record will delay processing add/drop requests. You may check your record on SURFS http://simsweb.umaryland.edu/ for holds. When add/drop requests are approved and processed, changes will show on SURFS.

Faculty Approval: ___________________________ Date: _________________