

## **ENROLLMENT REQUEST FORM**

Please Check One: 
GCC GMCC GCC GCC PVCC PC Rio SCC SMCC

STUDENT ID#					TERM OF ENROLLMENT: SALL SUMMER SPRING 20						
LAST NAME					FIRST					MIDDLE	
Add/ Reinstate	Drop∕ Withdraw	Class Start Date	Class Number	Subject/ Catalog		Credits	Drop Code		ructor's nature	Date	LDA
It is my responsibility to drop my class(es) if I do not meet the prerequisite(s) for the class, to drop my classes within the refund period per College Catalog and Handbook, or to drop my class(es) if I no longer want to be enrolled.											
The official date of a drop/withdrawal is the day this form is processed in the Admissions, Records & Registration/ Enrollment Services. If I am receiving any type of financial aid assistance, I am responsible for notifying the appropriate office(s) of my change in enrollment.											
STUDENT SIGNATURE DATE						ADVISOR SIGNATURE (Optional) DATE					
Official Use Only— Process Revised 7/27/2017					ed by	:			Date Proce	essed:	

## STUDENT DROP/WITHDRAWAL CODES

01 Personal Illness	18 Dissatisfied with Instruction
02 Financial Problems	19 Books/Supplies Not Available
03 Employment Related	20 No Reason Given
04 Technical Difficulties	21 Enrolling at Another College
05 Academic Difficulties	22 Even Exchange
06 Family Related	23 Dissatisfied with Course
08 Transportation	24 Misadvised
09 Personal/Confidential	27 Lack of Time
11 Military Commitments	28 Official Church Mission
14 Student Moved	29 Foreign Aid Service of the Federal Gov
16 Choose Alternate Course/Sec	30 Not Required for Program