

COLUMBIA UNIVERSITY IN THE CITY OF NEW YORK
REGISTRATION & Add/Drop FORM

<input type="checkbox"/> Registration	<input type="checkbox"/> Change of Program
<input type="checkbox"/> Spring	<input type="checkbox"/> Summer <input type="checkbox"/> Fall Year: _____
<input type="checkbox"/> New	<input type="checkbox"/> Continuing <input type="checkbox"/> Re-Admit

NAME: _____ UNI: _____ PID: _____

SCHOOL: _____ DEGREE: _____ PROGRAM / MAJOR: _____

INSTRUCTIONS

Following the example shown, fill in all of the columns required for the action you are requesting. Please print!

1. In the "Action Code" column:
 - Enter **A** to register for a class or to Add a class.
 - Enter **D** to Drop a class.
 - Enter **C** to change the grading option or the number of points in a variable point course, then enter the number of points that you want.
2. In the "Grading Options" column:
 - Enter **P** for Pass/Fail option
 - Enter **R** for "Registration Credit" for courses you are Auditing
3. Sign and date form.
4. Get approval signature for classes that need them.

ACTION CODE <small>(A/D/C)</small>	CALL NUMBER <small>(#12345)</small>					BULLETIN SUBJECT <small>(ABCD)</small>	BULLETIN NUMBER <small>(E6789)</small>	SECTION	POINTS	GRADING OPTIONS <small>(L/P/R)</small>	COURSE TITLE	APPROVAL AS REQUIRED <small>(DEPT/INSTR)</small>	APPROVAL AS REQUIRED <small>(DEAN)</small>
	1	2	3	4	5								
Example: A	1	2	3	4	5	SIPA	UG500	001	3.0	L	Quantitative Analysis		

TOTAL POINTS
 For Add/Drop or point changes, Enter **TERM POINTS BEFORE**
TERM POINTS AFTER:

*SIPA students must register for one concentration and one specialization each semester.

STUDENT SIGNATURE: _____ DATE: _____

ADVISOR SIGNATURE: _____ DATE: _____
(If required)