



LATE REGISTRATION ADD

The purpose of this form is to capture the required registration information after the online registration portal (Add/Drop) has closed but before the last date of instruction. Most common uses of this form would be for adjunct registration or for cases where a student missed the registration window online to join a new course for the current block but has attended since the beginning. **!STOP! If you are registering for a course/block that has not started yet, please use Add/Drop to complete the registration update online.**

CC Student ID #

First and Last Name

Date of First Attendance

Instructor's COI PIN (consent of instructor pin)

	Course CRN* EX: 13629	Course ID* EX: HY101	Block(s) EX: 1-4	Course Title EX: Intermediate Spanish	Grade Track G = Grades P = S/CR/NC	Units EX: 0.25	Instructor Name
Add:							
Drop:							<i>*please send a courtesy email to the instructor of the course you are dropping.</i>

I am auditing this course. A student may, with permission of the course instructor, audit (Z Track) a course. This box should only be marked after receiving explicit permission from the instructor to audit. No credit toward graduation will be awarded, but the audit, if completed successfully, will be recorded on the student's transcript. Auditing a course does not exempt the student from any applicable fees.

Students may not choose this option on a block-seminar course if they are already registered for another block-seminar course within the same block (students cannot be enrolled in two different block courses in any given block).