

Change of Registration Request

Instructions: Consult your Advisor before changing your schedule. You may use this form if you are unable to make changes on your schedule through your NEST account. Complete, print, obtain appropriate approval, then submit to the Registrar's Office (registrar@creighton.edu; FAX 402-280-2527; Brandeis 202).

PLEASE NOTE:

- Add, Drop, and Withdrawal deadlines vary depending on the type of course or college/school. Consult your college/school's academic calendar for current information.
- Academic Calendars are posted at www.creighton.edu/registrar/academiccalendars/.

Student Name: _____

NET ID: _____

Student Signature: _____

Date: _____

College/School: College of Arts & Sciences Heider College of Business
 College of Nursing College of Professional Studies Graduate School

ADD:

You may add courses to your schedule on the NEST through the Add deadline.

CRN	Subject	Crs #	Sect	Hrs	Course Title	Instructor Signature

DROP:

You may drop courses on the NEST through the Drop deadline.

CRN	Subject	Crs #	Sect	Hrs	Course Title	Instructor Name

WITHDRAWAL:

Consult your Advisor or Dean's Office regarding withdrawals. Withdrawing from one or more courses can affect your financial aid. After the Drop deadline and prior to the Withdrawal deadline, you may withdraw from a course with the required authorization. For withdrawn courses, a grade of W will appear on your transcript (does not affect GPA) and tuition will be charged (see Refund Policy regarding refunds). If you are withdrawing from all courses, DO NOT use this form. See your **Dean's Office**.

CRN	Subject	Crs #	Sect	Hrs	Course Title	Instructor Name

Advisor or Dean's Office Approval

Date _____