BU School of Public Health

ADD/DROP REQUEST FORM

Use this form to add a class after the semester has started or to obtain ISSO approval to drop a class. Please note that faculty signature is required to add a class once the semester has started. Students may drop classes on MyBU Student. Faculty signature is not required to drop a class. This form cannot be used to add a course that has a waitlist. To join the waitlist, students must fill out the waitlist form available on the SPH forms page.

Note that part time status is 1-11 credits and full time status is 12-18 credits. Your student account may be adjusted as a result of any add/drops. If you are presently receiving financial aid and/or are deferring past loans, check in with OSFS at osfs-sph@bu.edu to ensure you understand how your requested changes will affect your financial aid. Mandatory health insurance is added to the account of any student registered for 9 or more credits at any point in the semester. You may not be able to waive the charge if the semester waiver date has passed. Check the Student Accounting web page for more information.

U_____ _____ _____
Student's BU ID Number   Student's Last Name   Student's First Name   Expected Grad Date (MM/YYYY)

Degree: □ MPH □ BA/MPH □ BS/MPH □ MBA/MPH □ JD/MPH □ MS/MPH □ MD/MPH □ MSW/MPH □ PH Certificate

MPH Functional Cert: _____   MPH Addt'l Cert: _____

□ MS □ PhD □ DrPH in _____   □ Other _____
                                              Program

Semester: □ Fall □ Spring □ Summer   Year _____

ACTION	COURSE # (SPH PH 700)	SECTION (A1)	CREDITS	COURSE TITLE	INSTRUCTOR SIGNATURE (REQUIRED TO ADD AFTER SEMESTER STARTS)
□ ADD □ DROP	SPH ____ _____		.		**Date:**
□ ADD □ DROP	SPH ____ _____		.		**Date:**
□ ADD □ DROP	SPH ____ _____		.		**Date:**
□ ADD □ DROP	SPH ____ _____		.		**Date:**

Student Signature: _____   Date: _____
                       Written signature or image of written signature required