

**Wilmington University  
Office of the Registrar  
Request for Dropping and Adding Classes**

Name \_\_\_\_\_ Student ID \_\_\_\_\_

Daytime Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

*If you are adding classes only or adding more credits to your original credit load,  
you must complete the Payment Agreement below.*

COURSE ID: (example: ENG101 SEN01 FA2008)

For:  Fall     Spring     Summer \_\_\_\_\_ (Year)

<b>DROP</b>	
<b>ADD</b>	

**IMPORTANT:** Students receiving financial aid should consult the Student Financial Services office to determine potential consequences related to changes in course credit load.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Payment Agreement**

**Check intended method of payment.**

- |   |   |  |   |
|---|---|--|---|
| <input type="checkbox"/> Full Pay (check or money order)      | <input type="checkbox"/> Third Party Pay (specify): | <input type="checkbox"/> Del River/Bay | <input type="checkbox"/> Voc Rehab              |
| <input type="checkbox"/> Full Pay (credit card)               |   | <input type="checkbox"/> VA            | <input type="checkbox"/> FEA                    |
| <input type="checkbox"/> Payment Plan (\$20 fee per semester) |   | <input type="checkbox"/> USAF-TA       | <input type="checkbox"/> Other (attach voucher) |

**Full Pay by Check or Money Order:** *Enclose tuition, registration, and course fees or submit in person.*

**Payment by Credit Card:** *May be used for full pay or to pay fees for payment plan. Complete all information and sign.*

I authorize Wilmington University to charge my credit card listed below (signer must be account cardholder) the full amount of applicable tuition and fees for my selected course request. The amount charged will include adjustments for math errors, adjustments in credit hours, course fees, and any late fees. I agree to be bound by the academic and financial policies that apply at the time of my course requests.

Credit Card Number

Expiration Date   /

month/year

Type:  VISA     MasterCard     Discover     AMEX

Amount of credit card charge \$

\_\_\_\_\_  
Name of account cardholder (please print)

\_\_\_\_\_  
Signature (account cardholder)