Drop Co-required Course – Students who are currently enrolled in two or more co-required courses and obtain permission from the appropriate department(s) to drop one of the co-required courses must complete this form.

Drop Course Needing Permission – Students who are currently enrolled in a course that need permission to drop and obtain permission from the appropriate department/office must complete this form.

Students must obtain the appropriate signature(s) and submit this form to the Registrar’s Office for processing. This form will be processed by the Registrar's Office for the following registration transactions by the deadline dates as indicated in the Undergraduate Academic Calendar.  http://stonybrook.edu/registrar/acadcal.htm

AFTER the add/drop deadline has passed, an approved petition will be required to accompany this form if the change will result in the student’s registration status altering from full-time to part-time OR part-time to full-time.  
(12-19 cr. = Full-Time; 11 cr. or below= Part-Time)

Student Name: ___________________________________________ (SBID#): __________________________

Student Signature: ___________________________________________________ Date: __________________________

Transaction(s) to be Processed:

- Course(s) dropping/withdrawing:

  ➡️ Current Course & Section #: __________________ & Class Nbr: ______________

  ➡️ Current Course & Section #: __________________ & Class Nbr: ______________

  Authorized Department Signature: ______________________________________  (Date) ____________

Approval to keep enrollment for Co-Required Course(s):

  ➡️ Current Course & Section #: ______________ & Class Nbr: ______________

  ➡️ Current Course & Section #: ______________ & Class Nbr: ______________

  ➡️ Current Course & Section #: ______________ & Class Nbr: ______________

  Authorized Department Signature: ______________________________________  (Date) ____________

Falsification of signatures is punishable as Academic Dishonesty.  Registrar's Office retains all submitted forms for verification of instructor signature.