

# Request for Schedule Adjustment

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| --- |
| Date: Click or tap here to enter text. |
| Name: Click or tap here to enter text. | J# Click or tap here to enter text. |
| JSU Email: Click or tap here to enter text. | Mobile Number: Click or tap here to enter text. |

[ ]  Course to **ADD**

|  |  |  |
| --- | --- | --- |
| Subject Click or tap here to enter text. | Course Number Click or tap here to enter text. | CRN Click or tap here to enter text. |
| Title of Course Click or tap here to enter text. |
| Rationale: Click or tap here to enter text.  |

[ ]  Course to **DROP**

|  |  |  |
| --- | --- | --- |
| Subject Click or tap here to enter text. | Course Number Click or tap here to enter text. | CRN Click or tap here to enter text. |
| Title of Course Click or tap here to enter text. |
| Choose an item. | Last Date of Attendance (LDA) Click or tap here to enter text. |

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Instructor Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Department Chair Date

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Dean Date

Processed by: Click or tap here to enter text. Date Click or tap here to enter text.

 4/2021

**Office of the Registrar and Records | P.O. Box 17125, Jackson, MS 39217 | Phone: (866) THEEJSU | Fax (601) 203-5001 | Email:** **studentrecords@jsums.edu**