CONTRA COSTA COMMUNITY COLLEGE DISTRICT
Registration Form
Admissions and Records Office

☐ Contra Costa College  ☐ Diablo Valley College  ☐ Los Medanos College

Student ID Number

Term/Year:

Fall 20___ Spring 20___ Summer 20____

Last Name (Please print clearly)  First Name  Middle Name

Course Adds

<table>
<thead>
<tr>
<th>Section</th>
<th>Course</th>
<th>Units</th>
<th>Time</th>
<th>Add Authorization (Instructor Signature)</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: 0001</td>
<td>Engl-001A</td>
<td>3</td>
<td>1-3PM</td>
<td>Only required once the class begins</td>
<td>Office use only</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Section</th>
<th>Course</th>
<th>Units</th>
<th>Reason</th>
</tr>
</thead>
<tbody>
<tr>
<td>Example: 0001</td>
<td>Math-120</td>
<td>3</td>
<td>CM</td>
</tr>
</tbody>
</table>

Course Drops

By registering for courses and signing this form I agree to:

• Assume financial responsibility for any charges and/or fees posted to my account.
• Assume responsibility for understanding college policies concerning schedule changes and their impact to refunds, financial aid, and VA eligibility.
• Review “My Class Schedule” in InSite for drop and refund deadlines and college catalog for other policies and procedures.
• Check my InSite email account for important messages.

Student Signature: ____________________________  Date: ______________

Reasons

CA: CA Residency Issues  HM: Health/Medical
CN: Course not needed  CH: Childcare
TD: Class is too difficult  WO: School Workload
TC: Course/Textbook Costs  IN: Instructor Issues
TR: Transportation  TM: Time Management
FH: Food/Housing Challenges  OT: Other

Processed by: ____________  Date: __________