



WHCT Drop / Add Form

Date of Change:

Student's Name

Course Name

Day

Time

Circle One

Drop Add

Course Name

Day

Time

Drop Add

Course Name

Day

Time

Drop Add

Course Name

Day

Time

Drop Add

Course Name

Day

Time

Drop Add

Office Use Only

Reg Master List Changed _____

Class Roster Changed _____

Checks Filed / Pulled _____

Tutor Notified _____

Schoology Code Sent _____

Bookkeeper Use Only

Operations Fee _____

Drop - Add Fee _____

Lab Fee _____

Reimbursement _____

Invoiced _____

Quickbooks _____