Wharton County Junior College

Schedule Change Form

Complete all sections in blue or black ink ONLY. No pencil or other color ink will be accepted.

<u>You will be assessed 30% of tuition and fees for the course(s) you are dropping in addition to 100% tuition and fees for added course(s), plus the Schedule Change fee of $15. All tuition and fees must be paid by 5:00 pm the day in which your Schedule Change was processed or you will be purged from all adjusted courses, for non-payment and assessed 30% for tuition and fees. No reinstatements will be processed after this final purge.</u>

@_____ _____ _____

Student ID Number Last Name First Name

Semester_____ 20_____

You must indicate if you are adding or dropping each individual course below, see example.

CRN	Course Name	Course Number	ADD	DROP
12345	*ENGL*	*1301*	*X*	

I agree to the schedule changes below. The courses I selected meet my educational goals. I am responsible for the courses and any changes I make to my schedule will be in accordance with the academic calendar and WCJC policies. If I decide not to attend WCJC, these classes must be officially dropped by me. I am aware of the policies pertaining to tuition and fees including charges associated with schedule changes, payment deadlines, withdrawal, and repeated courses. I am responsible for all charges I incur including tuition and fees.

_____ _____

Student Signature **Date**

This form can be submitted in person at any Office of Admissions & Registration, or via fax. Campus fax numbers:
Bay City 979-244-3477 Richmond 281-239-1611 Sugar Land 281-243-8583 Wharton 979-532-6494

OFFICE USE ONLY

Processed by _____ Term _____

Office of Admissions & Registration REVISED 01-06-14