

Catholic College of Mandeville

Add/Drop Form

Name _____ ID # _____

Email _____ Cell # _____

Semester: September January Summer

Please ensure that you have read and understood the policies below before completing this form.

Financial Policies

1. Up to and including the first week of classes there will be no refund for withdrawal from classes, rather 50 % of the cost of each course will be credited to your account for a period not longer than one year.
2. After the first week of classes during semesters one and two or first two days of the summer session, no credit will be awarded.

Finance Department _____

This form must be completed under the advisement of the Programme Director, whose signature must be affixed prior to submission to the Registrar.

Courses being dropped

1. _____

2. _____

3. _____

Courses to be added

1. _____

2. _____

3. _____

Student's Signature

Date

Programme Director

Registrar