Registration Support Form (Add/Drop)

LONG BEACH CITY COLLEGE
ADMISSIONS AND RECORDS

IMPORTANT: Students use this form if they need support adding or dropping their course(s) on their own in the Viking Student Portal. This form cannot override enrollment holds. All holds must be addressed before submission. This form may be used up until the Census Date for the course only. Review all your information to make sure that it is correct before submission. Completed forms are submitted to the Admissions & Records Office: admissions@lbcc.edu

LAST NAME: _____ FIRST NAME: _____ MI: _____ STUDENT ID#:_____

EMAIL: _____ PHONE: _____

EX: TERM: ☒ FALL ☐ WINTER ☐ SPRING ☐ SUMMER YEAR: 2019__ CLASS NUMBER: _30310__ COURSE TITLE: COMM 10_ PERMISSION # : _163846

ADDING:

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE:_____ PERMISSION #_____

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE:_____ PERMISSION #_____

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TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE:_____ PERMISSION #_____

DROPPING

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE: _____

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE: _____

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE: _____

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE: _____

TERM: ☐ FALL ☐WINTER ☐ SPRING ☐ SUMMER YEAR: _____ 5 DIGIT CLASS #_____ COURSE TITLE: _____

STUDENT SIGNATURE: _____ DATE: _____

OFFICE USE ONLY

DATE: _____   **STAFF INITIALS**: _____