GNTC Drop/Add Form

Students dropping courses during the first three consecutive instructional days from the first day of the term will receive 100% refund of tuition/fees paid. See the Financial Aid Office for more information.

Student ID# or Social Security#_____ Date: _____

Last Name: _____ First Name:_____ Middle Initial:_____

Major_____ Semester: _____Fall _____Spring _____Summer Year_____

Dropping courses may adversely affect your financial aid for the current or future semesters possibly including, but not limited to your having to return funds to the college. We recommend that you discuss your status with your financial aid counselor prior to making your decision on whether to drop a course.

Drop

CRP_____ Subject_____ Course #_____ Course Name_____

CRP_____ Subject_____ Course #_____ Course Name_____

CRP_____ Subject_____ Course #_____ Course Name_____

CRP_____ Subject_____ Course #_____ Course Name_____

Add
*Instructor approval is required if class is closed

CRP_____ Subject_____ Course #_____ Course Name_____*Approval_____

CRP_____ Subject_____ Course #_____ Course Name_____*Approval_____

CRP_____ Subject_____ Course #_____ Course Name_____*Approval_____

CRP_____ Subject_____ Course #_____ Course Name_____*Approval_____

Advisor Signature: _____ Date: _____

Student Signature: _____ Date: _____

Return this form in one of the following ways: Fax to 706-295-6944 or 706-764-3707, deliver/mail to a Student Help Center listed below. Call 866-983-4682 if you have any questions or visit our GNTC website if you have any questions.

Catoosa County; 120 College Park Drive; Ringgold, GA 30736
Floyd County; One Maurice Culberson Drive; Rome, GA 30161
Gordon County; 1151 Highway 53 Spur SW; Calhoun, GA 30701
Polk County; 466 Brock Road; Rockmart, GA 30153
Walker County; 265 Bicentennial Trail; Rock Spring, GA 30739
Whitfield Murray County; 2310 Maddox Chapel Road; Dalton, GA 30721

GEORGIA
NORTHWESTERN
TECHNICAL COLLEGE

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