

SCHOOL OF PROFESSIONAL AND CONTINUING STUDIES DROP FORM



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 360 Huntington Avenue Boston, MA 02115
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 TTY: 617.373.5360 www.neu.edu/registrar

CHECK APPROPRIATE TERM

Fall Winter Spring Summer Year: _____

NAME _____ STUDENT ID # _____ - _____ - _____

Key #	Course #	Section	Course Title	Campus	Instructor

STUDENT SIGNATURE: _____

DATE: _____

RECEIVED BY: _____

DATE: _____

REGISTRAR PROCESSED: _____

DATE: _____

Note: Students must retain a copy. Pro-rated tuition is computed as of the date the form is signed by the office of the Registrar.

White COPY: Registrar

Yellow COPY: Student

See reverse side for refund policy

Rev. 8/04 312849

Refund Policy for School of Professional and Continuing Studies

During the first two weeks of class — 100% refund.

Any student seeking to drop a course after the second week of class will be ineligible for a refund.