Registration Change Form for SACM Sponsored Students
Add – Drop – Swap

Use this form: To add/drop/swap classes AFTER the SACM Service Indicator has been placed on your account preventing enrollment changes. This occurs after the published add deadline for the regular session. Additional tuition and fees may apply.

Name________________________________ Campus ID Number: ___ ___ ___ - ___ ___ - ___ ___ ___ ___
Student
Signature__________________________________________________________________________

(Required to process this form. Signature indicates agreement terms listed on reverse side of this form.)

<table>
<thead>
<tr>
<th>Year:</th>
<th>Term:</th>
<th>Fall</th>
<th>UWinteriM</th>
<th>Spring</th>
<th>Summer</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Subject Name:</th>
<th>3-digit Catalog #:</th>
<th>3-digit LEC #:</th>
<th>3-digit DIS #:</th>
<th>3-digit LAB #:</th>
<th>Credit Value #</th>
</tr>
</thead>
<tbody>
<tr>
<td>EXAMPLE: CHEM 102-401, DIS 601, LAB 801</td>
<td>CHEM 102</td>
<td>401</td>
<td>601</td>
<td>801</td>
<td></td>
</tr>
<tr>
<td>99081</td>
<td>19101</td>
<td>99111</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

# of Credits Before Change

# of Credits After Change

Additional Course Fees?

I understand that I will owe any difference in base tuition, differential tuition/special course fees, etc for this course, even if it is higher than the amount estimated on this form.

Saudi ID Number: __________________________

☐ Enroll/Add as: ☐ Graded ☐ Credit/No Credit ☐ Audit (will be graded if no option selected)

☐ Drop

☐ Swap with (enter 5-digit class number to be dropped; use lecture # for multi-part class): __________________________

Signatures below are required after the published add/drop deadlines or if special permission is required (see http://uwm.edu/onestop/dates-and-deadlines/interactive-adddrop-calendar/). Note: Registration Change Form (uwm.edu/regform) is also required if instructor/department or school/college approval is needed for change.

EMPL ID:

☐ Approval DENIED to change enrollment after deadline.
Signature:__________________________________________________________________________

☐ Approval Ufffffi to ADD/DROP/SWAP course after deadline.
Signature:__________________________________________________________________________

☐ Enrollment change caused altered Tuition Plateau; 1×n03,A 4nC30A9A11A130314×n350.
Signature:__________________________________________________________________________

Comments:__________________________________________________________________________

CIE-ISSS Approval

Name & Title: _______________________________________________________________________

Date: ___ /___ /_____
Valid Until: ___ /___ /_____

REVISED 08/2018
Important Notes Regarding this SACM Add/Drop Form

- By signing and submitting this Add/Drop form to CIE you are agreeing to the terms listed below.

A Service Indicator which restricts changes to enrollment is placed on the PAWS account of SACM sponsored students after the published add deadline. This is to comply with the terms and conditions of the SACM Financial Guarantee. Condition #6 of the Financial Guarantee states: "If already paid by SACM, tuition fees related to dropped courses within the time allowed should be refunded directly to SACM; otherwise, such fees should not be invoiced to SACM, but rather invoiced directly to the student. SACM should be notified in writing when a student drops or withdraws during a semester."

The tuition and fee structure adopted by the Board of Regents typically includes a credit plateau within which there is no charge for additional credits. However, additional charges can increase the total tuition assessment, including differential tuition, distance education fees, and special course fees. If dropping a course after the published refund deadlines, these additional charges remain the student responsibility, even if the credit plateau does not change. Charges for changes in base tuition plateau, differential tuition, distance education fees, and special course fees for dropped courses will not be invoiced to SACM, but will remain on your PAWS account.

- For fee/tuition implications that may result from the submission of this form, consult the Schedule of Classes (schedule.uwm.edu) and the Bursar’s Office website (tuitionandfees.uwm.edu).