



AWAY COURSE ADD/DROP FORM: Year 4

(Please fill out completely – incomplete forms will not be accepted.)

Students must complete this form in order to be register for AWAY/VSAS/VLSO rotation by the registrar office.

Drop requests must be submitted minimum 6-weeks prior to rotation start date. Failure to notify the school about dropping electives will result in a Withdraw (W) grade and will be not be removed from the transcript.

Any Non-VSAS/VLSO rotations, you must provide the external institution’s program director or coordinator contact information on a separate sheet. If no contact information is provided along with this form, your request will be denied.

- Email form to M4@cnsu.edu. Please include in the email Subject: AWAY Rotation Registration

Today’s Date: _____

Student Name: _____

Phone: _____ **Email:** _____

AWAY COURSE(S) TO BE REGISTERED					
VSAS (Y/N)	COURSE #	COURSE TITLE	LOCATION	START DATE	END DATE

AWAY COURSE(S) TO BE DROPPED					
VSAS (Y/N)	COURSE #	COURSE TITLE	LOCATION	START DATE	END DATE

Student Signature: _____ **Today’s Date:** _____

<i>For Office Use Only:</i>	Approved: _____	Denied: _____	
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