UNIVERSITY OF TORONTO
SCHOOL OF GRADUATE STUDIES

Add/Drop Course(s)

A student wishing to add or drop course(s) **before** the SGS deadline may use the Student Web Service (ROSI) or consult with the graduate unit offering the course. If **after** the SGS deadline, you must complete this form and submit to your graduate unit for SGS approval. Check the SGS Calendar for deadlines to add and/or drop courses.

Section 1: Student Information (To be completed by the student).

Last Name:	First Name(s):	Student Number:
Degree:		Session: ☐ Fall ☐ Winter ☐ Summer
Graduate Unit: ☐ Full-time ☐ Part-time		U of T Email:

Section 1.a: I apply to ADD the following courses/activities to my current program.

Course Number	Course/Activity Title	Required (Y/N)	Session Code	Meeting Session

Section 1.b: I apply to DROP the following courses/activities from my current program.

Course Number	Course/Activity Title	Required (Y/N)	Session Code	Meeting Session

☐ Check here if you are requesting an appeal for a final grade of 'withdrawn without academic penalty' (WDR). WDR is assigned by SGS upon approval of a student's petition to the graduate unit for late withdrawal from a course for compelling extenuating circumstances. To initiate the process, a student must submit a letter of rationale with supporting documentation (e.g. medical certificate) to the graduate unit offering the course who will consider the appeal and if approved will forward the appeal to SGS for review. A WDR carries no credit for the course and is not considered for averaging purposes.

☐ Check here if you are dropping all your courses, a Program Withdrawal form must be completed and attached with this form for SGS approval.

Section 2: Signatures (To be completed by the student and the graduate unit and, if applicable, the host graduate unit).

Student's Signature:		Date:
Instructor's Signature:	Graduate Unit:	Date:
Supervisor's Signature (if applicable):		Date:
Chair/Graduate Coordinator's Signature:		Date:
Host Instructor's Signature: (Inter-graduate unit add/drop courses)	Graduate Unit:	Date:
Host Chair/Graduate Coordinator's Signature: (Inter-graduate unit add/drop courses)		Date:
Courses added on ROSI by host Graduate Administrator: ☐ Yes (Inter-graduate unit add courses before the SGS deadline)		Date:

Section 3: Vice-Dean, Students, School of Graduate Studies Approval.

Request to Add/Drop Course(s): ☐ Approved ☐ Denied	
Vice-Dean's Signature, School of Graduate Studies:	Date:

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