



# Registration Petition – Late Enrollment or Drop

Office of the Registrar

**\*\*Please read the following carefully to avoid delays in processing your petition\*\***

**Instructions:** Complete form, attach documents from Checklist below, and submit to the Enrollment Information Center in the SA Bldg (Hayward), or the Academic Services Lobby (Concord), or fax to 'Appeals Committee' at 510-885-3816.

Today's Date \_\_\_\_\_

Net ID: \_\_\_\_\_

Name \_\_\_\_\_

Winter    Spring    Summer    Fall    Year: 2\_\_\_\_\_

F1/J1 International Student?    No    Yes    If yes, approval from CIE is required for a Late Drop before submission:

\_\_\_\_\_

CIE Name

CIE Signature

Date

Late Enrollment and Drops are normally NOT permitted after the established deadline. All petitions will be reviewed on a case by case basis by the Registration and Records Appeals Committee and those decisions are final. Incomplete petitions will not be processed. Emails MUST be sent from an official CSU East Bay or Horizon e-mail account to