



Office of the Registrar

Summer Course Drop

Student ID# _____

Name (last, first) _____

Heidelberg Email _____

Telephone _____

Advisor name _____

Summer Term Year _____

Changes to Registration (Drop)			To withdraw from the University, see OASIS	
	CRN#	Subject/Course (Ex. BIO 110)	Section	Hours
<input type="checkbox"/> Drop				
<input type="checkbox"/> Drop				
<input type="checkbox"/> Drop				

- This form is used to drop your last class if withdrawing from summer semester, but not the University. All other registrations can be completed online in OASIS.
- Fax to 419-448-2122 or send to Office of the Registrar, Heidelberg University, 310 E. Market St, Tiffin, OH 44883.
- CRN's can be obtained from OASIS.
- It is your responsibility to see what was/was not processed from this form. Your OASIS account will reflect changes within 3 business days of receipt. You may call us during office hours at 419-448-2090 or email registrar@heidelberg.edu. Summer office hours are 8:00 AM – 4:00 PM Monday through Friday.
- Courses dropped after the last day to drop will result in a "WF" on the transcript. Academic Calendars by program are available on Inside/Academic Calendars if you are unsure of the last day to drop.

I have read and understand the statements above. I accept responsibility for the courses selected & their applicability toward the university degree requirements. I also accept responsibility for payment of tuition & fees and for understanding the university refund policy. I am responsible to check my registration via OASIS prior to the first day of classes to ensure accuracy.

Student Signature required for processing

Date