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| --- | --- | --- | --- |
| Course Add/Drop Application  (Graduate)  20 Year Semester | Advisor | | Department Head |
| Name |  |  |
| Signature |  |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Dept. (Major) |  | Student ID No. |  | Name |  |
| Contact No. |  | \*Please check (√) if applicable. | | | |
| Student Classification | Government scholarship( ),  KAIST scholarship( ),  General scholarship( ) | Student status | Full-time( )  Part-time( ) | Exceptions | Full-time, 13~18 credits( )  Part-time, 10~12 credits( )  Undergraduate major course( ) |

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| **< A d d >** | | | | | | | | |
| No. | Course Number | Course Code | Section | Course Title | Lecture-  Lab-Credit | Course Professor | | Note |
| Name | Signature |
| 1 |  |  |  |  | - - |  |  |  |
| 2 |  |  |  |  | - - |  |  |  |
| 3 |  |  |  |  | - - |  |  |  |
| 4 |  |  |  |  | - - |  |  |  |
| 5 |  |  |  |  | - - |  |  |  |
| 6 |  |  |  |  | - - |  |  |  |

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **< D r o p >** | | | | | | | | |
| No. | Course Number | Course Code | Section | Course Title | Lecture-  Lab-Credit | Course Professor | | Note |
| Name | Signature |
| 1 |  |  |  |  | - - |  |  |  |
| 2 |  |  |  |  | - - |  |  |  |
| 3 |  |  |  |  | - - |  |  |  |
| 4 |  |  |  |  | - - |  |  |  |

※ Total applied credits after “Add" or "Drop" courses should be from 9 to 12 credits (full-time), from 1 to 9 (part-time). In the event of obtaining approval from the advisor and the department head, one is allowed to register for up to 18 credits (full-time) or 12 credits (part-time).

※ This course Add/Drop application form should be submitted to the Academic Registrar's Team (1st floor of the

Creative Learning Bldg.) after **obtaining signatures from the course professors** of the classes you wish to take/drop.

※ In the event of falling under any of the following, this form should be submitted to the Academic Registrar’s Team after obtaining signatures from the advisor and department head.

A. Full-time students who wish to take between 13 and 18 credits

B. Part-time students who wish to take between 10 and 12 credits

C. Those who wish to take undergraduate major courses (courses in 200-400‘ｓ）(Article 16 Paragraph 2 of Guidelines on Curriculum Management)

Date: MM, DD, YYYY