



## Newcomb-Tulane College Late Add Form

This form should only be used to add a course after the final approved add date on the academic calendar during the current term.

Student is responsible for obtaining all approvals and presenting the completed form to their NTC Academic Advisor for processing. Students must adhere to the policy on Course Loads.

**Tulane ID**                      **First Name**                      **Last Name**                      **Middle Initial**

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### Student Acknowledgment of Late Course Addition

Regardless of when a course is added to a student's schedule, the student is responsible for completing all assessments on the syllabus. Students seeking a Late Add are required to discuss the feasibility of satisfying course requirements and expectations with the instructor. Students are required to consult their NTC Academic Advisor regarding schedule changes.

**Student's Signature**

**Date Signed**

**Freeman Students Only:** Business students seeking to add a course offered by the Freeman School of Business after the add deadline must consult with their Business counselor prior to seeking the professor's signature.

**Freeman Counselor's Signature**

**Date Signed**

**Academic Term  
(Check 1):**

**Fall**

**Spring**

**Summer**

**Academic Year:**

Add:				
	CRN	Subject/Number	Cr. Hr.	Course Instructor's Signature
Add:				
	CRN	Subject/Number	Cr. Hr.	Course Instructor's Signature

**NTC Academic Advisor's Signature**

**Date Signed**

**Total Enrolled Credits After Changes:**