



University of California, Davis
Office of the University Registrar

**Undergraduate
Course Change**

One Shields Avenue, Davis, CA 95616-8692 / Information: (530) 752-3639 / Fax: (530) 752-6906

Complete this form to make changes to the variable unit value of a course, to change the grading option of a course or to switch sections after the applicable deadlines. Engineering students must use this form to change a course grade mode, even before the deadline. A \$3.00 fee will be charged to your account for each change made after the deadline to:

- Change the grading option of a course; a dean's signature is required
- Change the value of a variable unit course; the instructor's signature is required
- Switch sections; the signature of the instructor of the added section is required

For complete regulations and restrictions governing the grading option change/variable unit change procedures, see the current UC Davis General Catalog. For specific information regarding deadlines for each term, see the current Class Schedule and Registration Guide

Personal Information

Student ID Number _____ E-mail Address _____
Name _____
Local Address _____
City/State/Zip _____ Phone _____

Course Information for Term/Year _____ / _____

P/NP* Revoke P/NP* Unit Change*

CRN _____ Subject code _____ Course number _____ Section _____ Units (variable) _____

Section Switch

Subject Code _____ Course number _____ CRN (to add) _____ Section _____

CRN (to drop) _____ Section _____

*Graduate students must use the S/U-Variable Unit Petition Form available at <http://www.gradstudies.ucdavis.edu/forms/>.

I certify that I am the above named person and the information I have provided is accurate.

Student signature _____ Date _____

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| <p>Grade Mode Change Approval</p> <p>Dean's signature _____ Date _____</p> |
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| <p>Variable Unit or Section Switch Approval</p> <p>Instructor signature _____ Date _____</p> |
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| <p>Office Use Only</p> <p>Keyed by _____ Billed _____ Date _____</p> |
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