

Running Start Schedule Adjustment Form

Academic Year 20 ____ - 20 ____

RVC Student ID# _____ Date of Birth _____

 Student Name _____
Last First Middle Initial

Phone _____ High School _____

Action (Circle)	Course Name- Number- Section	College Credit Hours	Semester	
Add Drop Withdrawal			Fall	Spring
Add Drop Withdrawal			Fall	Spring
Add Drop Withdrawal			Fall	Spring
Add Drop Withdrawal			Fall	Spring
Add Drop Withdrawal			Fall	Spring
Add Drop Withdrawal			Fall	Spring

Drop

- Drop a course option available through the 7th business day of the semester, does not appear on transcript

Withdraw

- Withdraw from a course available after the Drop date and before last day to withdraw
- Earn a "W" grade on college transcript, does not impact GPA but may affect financial aid eligibility at RVC

Student Signature _____ Date _____

Counselor Signature _____ Date _____

- ✓ Must be received no later than 4:30pm on deadline date
- ✓ Please see www.rockvalleycollege.edu/importantdates for specific date information

High School Connections
 Rock Valley College
 3301 N. Mulford Rd.
 Rockford, IL 61114
 P: 815-921-4080 • F: 815-921-4089

For Office Use Only:

Received by HSC Date: _____ Time: _____ Initials: _____

- Process through Records & Registration
- Notify Accounts Receivable
- Update Status in Database