



TARLAC STATE UNIVERSITY
OFFICE OF ADMISSION AND REGISTRATION
Tarlac City
ADDING / CHANGING FORM

College

Student No.

☐ 1st Sem/Trim. ☐ 2nd Sem/Trim. ☐ 3rd Trim. ☐ Midyear S.Y.

Last Name

First Name

Middle Name

TOTAL NO. OF UNITS ENROLLED: _____
(Actual Units Enrolled + Additional Units)

FOR ADDING ONLY

SUBJECT(S) TO ADD	CLASS	UNITS		DAYS	TIME	SESSION		APPROVED		
	SECTION	Lec	Lab			Day	Eve	FACULTY	DEAN	REGISTRAR

FOR CHANGING ONLY

SUBJECT(S) TO CHANGE	CLASS	UNITS		DAYS	TIME	SESSION		APPROVED		
	SECTION	Lec	Lab			Day	Eve	FACULTY	DEAN	REGISTRAR

NEW/REPLACEMENT SUBJECT(S)	CLASS	UNITS		DAYS	TIME	SESSION		APPROVED		
	SECTION	Lec	Lab			Day	Eve	FACULTY	DEAN	REGISTRAR

Reason(s) for Adding/Changing _____

Student Signature