

**PLEASE
PRINT CLEARLY**

CHECK ONE:

† Beatrice Campus	4771 W. Scott Rd.	Beatrice, NE 68310-7022	Fax 402-228-8935
† Lincoln Campus	8800 O St.	Lincoln, NE 68520-1299	Fax 402-437-2670
† Milford Campus	600 State St.	Milford, NE 68405-8498	Fax 402-761-2324

>> Drops after the drop deadline are allowed only in extenuating circumstances and require both the instructor's signature and the Division Dean or Division Associate Dean's signature.

OFFICE USE ONLY

Official D/A Date: _____

Cr. Hr. Chg. _____ to _____

Data Entry _____

Student Signature

Date

OFFICIAL REFUND INFORMATION FOR CREDIT CLASSES