Midwestern Baptist Theological Seminary
Course Schedule Change Form
$20.00 Schedule Change Fee Required (after courses begin)

Registrar’s Office • Phone # (816) 414-3713 • Fax # (816) 414-3705 • Email registrar@mbts.edu

Term & Year: (FA-, JAN-, SP-, SU-/Year) Major: ____________________________ Last 5 digits of Student ID #: ____________________________

Name ____________________________ Email Address ____________________________
(Please print Last name, First name, Middle Initial) Phone Number ____________________________

☐ Check box if withdrawing from all courses

☐ Check box if you are an International Student and obtain approval for drops from the ISS Coordinator:

☐ Check box if receiving any financial aid and obtain required approval from the Financial Aid Office:

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<tr>
<th>Circle One</th>
<th>Course Department &amp; Number</th>
<th>Section &amp; Type</th>
<th>Course Title</th>
<th>Hours</th>
<th>Circle One</th>
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For the 16 week semester: The last day to withdraw without academic penalty is November 1st for the Fall semester and April 1st for the Spring semester. Other courses (Online, CCC, etc.): Please refer to the catalog for the refund schedule or under Tuition and fees on the website at www.mbts.edu.

The student is responsible to complete all degree requirements as specified in the catalog in an orderly and timely manner.

Student Signature ____________________________ Date ____________________________

Please explain why you are dropping your course/courses

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

For Office Use Only: Received (Date/By) ____________________________ Entered in CAMS (Date/By) ____________________________

Blackboard Access (Date/By) ____________________________ Sent to Financial Aid (Date/By) ____________________________

Last Date of Attendance ____________________________