ACADEMIC RECORD CHANGE FOR PRIOR SEMESTER
ARIZONA STATE UNIVERSITY

All undocumented changes to an academic record from prior semester must be appealed through the Standards Committee of the college offering the course. If you are uncertain as to the specific course information required, please call the Registrar Recording Section at (480) 965-7550.

<table>
<thead>
<tr>
<th>STUDENT NAME (LAST, FIRST, M.I.)</th>
<th>ASU I.D. NO.</th>
<th>DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS (INCLUDE CITY, STATE, AND ZIP CODE)</td>
<td></td>
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</tr>
<tr>
<td>PHONE (INCL. AREA CODE)</td>
<td>E-MAIL ADDRESS</td>
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Are you an International Student with an F1 or J1 visa? (Check one) ☐ Yes* ☐ No

*Straight immigration consequences may result from withdrawing or dropping below full-time enrollment status. International students with an F1 or J1 visa whose drop or withdrawal will result in less than full-time enrollment must obtain advising from the International Student Office in the Student Services building, room 265. For more information visit the ISO website at www.asu.edu/studentlife/seo, or call (480) 965-7451.

<table>
<thead>
<tr>
<th>INTERNATIONAL STUDENT OFFICE ADVISING SIGNATURE</th>
<th>DATE</th>
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</thead>
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<table>
<thead>
<tr>
<th>YEAR</th>
<th>TERM (CHECK ONLY ONE)</th>
<th>☐ Fall ☐ Spring ☐ First 5-week Summer ☐ Second 5-week Summer ☐ 8-week Summer</th>
</tr>
</thead>
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<tr>
<th>CAMPUS</th>
<th>☐ Tempe (T) ☐ Downtown (D) ☐ West (W) ☐ Polytechnic (P)</th>
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</thead>
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<tr>
<th>COURSE PREFIX NUMBER</th>
<th>SCHEDULE LINE NO.</th>
<th>SEMESTER HOURS</th>
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CHANGE REQUESTED (CHECK ONLY ONE)

☐ Add final grade assignment ; ☐ Drop;

☐ Change grading option from to ; ☐ Adjust semester hours from to 

STUDENT SIGNATURE

Attach any comments on a separate sheet. Submit this form, with attachments to the course instructor.

OFFICIAL USE ONLY

INSTRUCTOR REASON FOR CHANGE (BE SPECIFIC. ATTACH ANY SUPPORTING DOCUMENTATION)

SIGNATURES

INSTRUCTOR

☐ Approved ☐ Disapproved

PRINTED NAME

SIGNATURE

DATE

DEPARTMENT CHAIR

☐ Approved ☐ Disapproved

PRINTED NAME

SIGNATURE

DATE

COLLEGE STANDARD COMMITTEE

☐ Approved ☐ Disapproved

PRINTED NAME

SIGNATURE

DATE

REGISTRAR USE ONLY

RECEIVED

BUSINESS SERVICES NOTIFIED

RECORDED

Original - Registrar
Yellow - Verification