

A late add is considered when a student is unable to add a course(s) by the add deadline as outlined in the Academic Calendar. It is reserved for an unavoidable delay in adding a class or an administrative error in the registration process or advising. A late add can be requested by ~~either a student or~~ a program representative on behalf of a student. A late add is not approved beyond the second week of classes unless there are well-documented extenuating circumstances and instructor approval.