



BAY STATE COLLEGE

# STUDENT ACTION FORM

Register | Add/Drop | Withdraw | Status Change

Student Action Form  
7.12.2017

Student name: \_\_\_\_\_  New  Returning  
Last Name First Name MI

Student ID#: \_\_\_\_\_ Program version: \_\_\_\_\_  Associates  Bachelors

Address: \_\_\_\_\_  
Street/Apt # City State Zip

Phone: \_\_\_\_\_  
Mobile Other Email

Term	Course number	Section code (see key below)	Action code (see key below)	Course description	Online
<b>Example: FL14</b>	<b>ENG101</b>	<b>B</b>	<b>R</b>	<b>English I</b>	<input type="checkbox"/> yes <input type="checkbox"/> no
					<input type="checkbox"/> yes <input type="checkbox"/> no
					<input type="checkbox"/> yes <input type="checkbox"/> no
					<input type="checkbox"/> yes <input type="checkbox"/> no
					<input type="checkbox"/> yes <input type="checkbox"/> no
					<input type="checkbox"/> yes <input type="checkbox"/> no

Status change:  College withdrawal  Re-entry  Re-enrollment

If course drop or college withdrawal give reason: \_\_\_\_\_  
\_\_\_\_\_

Advisor signature: \_\_\_\_\_ Date: \_\_\_\_\_

Advisor name (printed): \_\_\_\_\_

Student signature: \_\_\_\_\_ Date: \_\_\_\_\_

Date of determination: \_\_\_\_\_ Last date of attendance: \_\_\_\_\_

KEY FOR REQUIRED CODES ABOVE	
<b>Section codes</b>	<b>Action codes</b>
Class meets in Boston = B	Register = R
Class meets in Taunton = T	Add = A
Online classes = ONL	Drop = D
	Withdraw = W (include reason at left)

**Holds:**  FA  STUACC  Library  Immunization

**Processed by:** \_\_\_\_\_  
**Process date:** \_\_\_\_\_