Forms

Print Page

Add/Drop	Use this form to make changes to your schedule. But remember, why wait in line, when you could go online?
Change of Address	Use this form to change your permanent address.
Commencement Application	Complete this form to participate in commencement.
Concurrent Enrollment Program Application	Complete this form to enroll in the Concurrent Enrollment Program only
Confidentiality Election	Complete this form to make your student record confidential
Course Withdrawal	Complete this form to withdrawal from a course after the fourth week of instruction, but prior to the eleventh week.
Declaration of Candidacy	Students expecting to complete work for their degree by the end of a semester must declare their candidacy by filing this form.
Repeat/Replace Form	To request a grade replacement of a UC Merced course by equivalent course(s) taken outside UC Merced, complete this form and return it to the Students First Center.
Independent Study	Complete this form in order to enroll in Directed Group Study, Directed Independent Study, or Research.
Name Change Form	Submit this form and supporting documentation to the Office of the Registrar.
University Cancellation/Withdrawal	To officially withdraw or cancel University enrollment
Permission to Release Educational Record	Complete this form to release aspects of your educational record to a 3rd party.
Incomplete Grade Request	Faculty must complete this form when assigning an incomplete grade and obtain a student signature. Return to the Office of Registrar by the end of the final examination period.
Reclassification of Resident Status Petition	Complete this form and submit it to the Office of the Registrar for residency reclassification two months prior to the semester beginning.
Planned Educational Leave Program	The Planned Educational Leave Program (PELP) allows students to suspend academic work at UC Merced, leave the campus and later resume studies at UC Merced with a minimum of procedural difficulties.
Petition of Academic Policy	For exceptions to academic policy. Return this completed form with all supporting documentation to the Students First Center for review by the committee.
Readmission / Reinstatement	Students who previously attended UC Merced may petition for Readmission / Reinstatment
Request for Official Transcript	Complete this form to request official transcripts
Special Course Addition or Changes	This form is for use by undergraduates wishing to take graduate courses or graduates wishing to take undergraduate courses.
Time Conflict Override	Complete this form and submit to the Office of the Registrar
Verification of Enrollment	For official verifications of enrollment

Undergraduates only:

Intercampus Visitor Program	The Intercampus Visitor Program enables qualified undergraduates at the University of California to take advantage of educational opportunities at other University campuses.
Intersegmental Cross Enrollment (ICE)	Complete form and obtain signatures from both the home and host campus.
Major or Minor Change	Use this form to change your major or minor.
Part-time Status Request	In order to attend less than full-time, students must complete this form and submit it with supporting documentation to the Office of the Registrar.
Simultaneous Enrollment	Undergraduate students may enroll, without formal admission and without payment of additional University fees, in courses at another UC campus on a space available basis at the discretion of the appropriate campus authorities on both campuses
Transfer Adjustment Form	Complete this form if you have completed work at a community college or other institution, or were exempted from courses through Advanced Placement scores, and would like to use this coursework as a prerequisite for coursework at UC Merced

Resources:

Registration Checklist	Want to be sure you are ready for your registration appointment time? Do you know what a registration appointment time is? Use this document to have a flawless registration process.
Unofficial Class Schedule Worksheet	This document can be used to plan your semester courses.