

**Northern Illinois University  
The Graduate School  
Schedule Change Form**

Student Name: \_\_\_\_\_

Student ID Number: z \_\_\_\_\_

_____	_____	_____	_____	_____	_____	_____
Course Prefix	Course #	Section	Hours	Registration Code	Term	Year

**Add Course**

Student has my permission to add the course listed above.

**Credit Hour Change**

Student has my permission to change from \_\_\_\_\_ credit hours to \_\_\_\_\_ credit hours in the course listed above.

**Grading Option**

- Student has my permission to change the grading option for the course listed above from Graded to Audit.
- Student has my permission to change the grading option for the course listed above from Audit to Graded.

**Swap Course**

Provide the course you want to enroll in at the top of this form and the course you want to swap out of below. You will need signed approval from both instructors.

_____	_____	_____	_____	_____	_____	_____
Course Prefix	Course #	Section	Hours	Registration Code	Term	Year

**Signatures**

_____	_____
Student	Date

_____	_____
Faculty	Date

_____	_____
Faculty (swap only)	Date

\_\_\_\_\_  
Graduate School Approval

**Once this form has been filled out and signed, scan and email it to [gradsch@niu.edu](mailto:gradsch@niu.edu).**