

COF Addendum

This form is for undergraduate, resident students paying in-state tuition who wish to add a class after the third Friday of the semester. Please read and complete the following information if you're petitioning to add a course before the end of the semester.

The Colorado Commission on Higher Education (CCHE) has indicated that courses added after the third Friday of the fall or spring semester are NOT eligible for College Opportunity Fund (COF) funding (i.e., the student must pay full tuition for the course, including the amount normally paid by COF) unless there are certain circumstances involved. (For the summer deadline, see the COF information at <http://www.colorado.edu/registrar>.) There is NO appeal process for the decision on COF funding for late course adds.

Approval by your department office to add a course late does NOT guarantee that the course will be eligible for COF funding.

Note: Courses added AFTER the last day of classes of the term are NOT eligible for COF funding (irrespective of the circumstances involved); the university submits a final request for funding to the state based on course enrollment on the last day of classes in any given term.

Please indicate the reason(s) you are petitioning the department to add a course late by placing a check mark below next to the appropriate response.

- I neglected to register for the class earlier in the semester
- I was purged from the class waitlist, but I continued to attend the class
- I couldn't get into a class from the waitlist, so added a different class after the deadline
- I thought I had added the class, but I actually had not
- I had a stop on my record that I didn't resolve, so I could not add the class earlier
- The class was not offered at the beginning of the semester
- The class starts later in the semester (indicate class start date: _____)
- The class is independent study, internship, practicum or teaching assistantship
- I had a signed Special Action Form from the instructor, but I failed to turn it in
- Another reason (please explain): _____

Student's Name (please print)

Student ID Number

Student's Signature

Date

Department Signature

Date