



Registration (Add/Drop)

Enrollment Services • 11605 132nd Ave NE, Kirkland, WA 98034 • LWTech.edu/Enrollment • Registration@LWTech.edu • Ph: (425) 739-8100 • Fax: (425) 739-8100

Student ID Number (ctcLink ID): _____ Quarter/Term: _____ Phone Number: _____ Date of Birth (MMDDYY): _____

Last Name: _____ First Name: _____

Address—Number and Street Name, Route and Box, or P.O. or Apt.#: _____

Email address (as listed in LionsLink): _____

Requested Class Add/Drop

Valid item number must be provided. See Class Schedule at LWTech.edu/ClassSchedule.

Check Box ADD or DROP	Class Number (Example: 9583)	Course Department & Number (Example: ENGL&101)	Instructor Permission (After term starts or prerequisite override)
<input type="checkbox"/> Add <input type="checkbox"/> Drop			
<input type="checkbox"/> Add <input type="checkbox"/> Drop			
<input type="checkbox"/> Add <input type="checkbox"/> Drop			
<input type="checkbox"/> Add <input type="checkbox"/> Drop			
<input type="checkbox"/> Add <input type="checkbox"/> Drop			
<input type="checkbox"/> Add <input type="checkbox"/> Drop			

Registration Staff Use Only

Form received date: _____

Received by staff: _____

Form processed date: _____

Processed by staff: _____

Student Signature

Student Signature: _____ Date: _____

Faculty or Advisor

Printed name: _____

Signature: _____

Dean (VP) Signature

(for 22+ credit load)

Dean (VP) signature: _____

*Your ctcLink ID is a college-assigned number unrelated to your social security number (SSN). To comply with federal laws, we are required to ask for your Social Security Number (SSN) or Individual Taxpayer Identification Number (ITIN). We will use your SSN/ITIN to report Hope Scholarship/Lifetime tax credit, to administer state/federal financial aid, to verify enrollment, degree and academic transcript records, and to conduct institutional research. If you do not submit your SSN/ITIN, you will not be denied access to the college; however, you may be subject to civil penalties (refer to Internal Revenue Service Treasury Regulation 1.6050S-1(e)(4) for more information). Pursuant to state law (RCW 28B.10.042) and federal law (Family Educational Rights and Privacy Act), the college will protect your SSN from unauthorized use and/or disclosure. Your SSN will not be used as your SID. If you are a new student, an SID will be assigned to you. The college provides equal opportunity in education and employment and does not discriminate on the basis of race or ethnicity, creed, color, national origin, citizenship, sex, marital status, sexual orientation, gender identity, age, religion, disability, genetic information, or veteran status

