



Change in Academic Program/Major Request

Name _____ Student ID or S.S. # _____

I understand the following:

- A change in my academic program will require following the current catalog and may change my graduation requirements.
- It is my responsibility to meet with an academic advisor to discuss my new academic program.
- A change from non-degree to certificate or degree seeking may require me to complete additional college placement testing. (Contact a Student Success advisor for assistance.)
- If I have submitted official college transcripts, I need to contact the Registrar in the Registration office for re-evaluation.
- If I am receiving funding from one of the offices listed below, I must get the appropriate signature prior to submitting this request, as not all academic programs are eligible for financial assistance.

Funding source (must be completed):

- Financial Aid WIB Veterans' Benefits Other

_____ **Signature of Funding Source**

Change of Program

Old Program Name/Code _____
(The old program name and code are listed on your current AER.)

New Program Name/Code _____
(Please refer to the current college catalog for the new program name and code.)

Is the new program a Certificate Program? No Yes – **Financial Aid MUST sign this form before you turn it in.**

Please submit completed form to the Registration office. **Allow two business days for processing** before changes appear in Student Planning. *Changes made during the first three weeks of a semester will not appear until the fourth week.*

Student Signature _____ Date: _____

Advisor Signature _____ Date: _____

Registration Office Use Only

Change to current catalog year _____ Date of
Advisor _____ Change _____