

(Name) LAST

FIRST

MIDDLE

PUID

REQUEST FOR UNDERGRADUATE CHANGE OF CURRICULA

1. I am presently enrolled in the College/School of _____

with a major in _____

I wish to change to the College/School of _____

with a major in _____

2. Discuss your plans with your academic advisor in which you are currently enrolled. If, after discussing your plans, you still want to make a change, have the dean, head, or designee affix his/her signature below.

Signature of Dean, Head, or Designee

Date

Program

Campus

Printed Legal Name and Title

3. This change is effective for:

Term _____

(e.g. Fall 2011)

Using Catalog Term _____

4. Enter the new program codes for the academic session in which this change becomes effective:

Primary Program

Major

Minor _____

Concentration _____

Ed. Goal _____

Secondary Program

Major

5. I have carefully reviewed the student's current record and approve this request to transfer.

This student has a secondary curricula that should be _____ Active _____ Inactive

Signature of Dean, Head, or Designee

Date

Campus

Advisor (if different from above)

Printed Legal Name of Advisor/PUID/Campus Phone Number

6. I have examined this review of my record and understand which courses can be used to satisfy requirements for my new degree objective.

Student Signature _____

Date _____

**THIS FORM MUST BE RETURNED TO THE OFFICE OF THE REGISTRAR AS SOON AS POSSIBLE.
A COPY MUST REMAIN WITH YOUR NEW COLLEGE/SCHOOL. ANY QUESTIONS, PLEASE CALL 494-6165.**