

10/2/2012

Request for Change in Program of Study

Name: _____ Major: _____
 Last First Middle Initial

Signature: _____

Date of Request: _____ Student I.D. # _____

Name of course(s) requested to be deleted from program:

Course Name & Number:

- 1.
- 2.

Name of courses(s) to be added to program:

Course Name & Number:

- 1.
- 2.

Reason(s) for request: [use back of sheet if necessary]

The following signatures must be obtained before the request can be approved. All four signatures are needed to approve request.

				<u>circle one:</u>
1. Student's Advisor:	_____	Date: _____	approved	disapproved
2. Chair for Course:	_____	Date: _____	approved	disapproved
3. Registrar:	_____	Date: _____	approved	disapproved
4. VP, Academic Affairs:	_____	Date: _____	approved	disapproved

The Registrar is to issue copies to: Advisor, Course Chair, and Student. Original to be kept in student's file.