

OFFICE OF THE REGISTRAR

Application for Intent to Change Program Form

STUDENT INSTRUCTIONS: Complete this form and obtain the required signatures. Please turn in the completed form to the Registrar’s Office. Your petition will then be presented to the Dean’s Office for final approval. All approved Change of Program requests will take effect the fall or spring term following the date of approval.

FOR PPC STUDENTS INTENDING TO CONTINUE TO THE MBS/MS/MENG PROGRAM:

Submit this form by February 1 for the following fall semester.

Student Name (First, Middle, Last)		Student ID#	
Current Program	New Program	Date of Intended Future Term	
<i>Required Approvals (must be completed in order)</i>			
Program Director of Current Program	Name	Signature	Date
Program Director of New Program	Name	Signature	Date
Student Affairs	Name	Signature	Date
Financial Aid	Name	Signature	Date
Student Accounts	Name	Signature	Date
International Student Advisor <i>(Required only for Int'l students)</i>	Name	Signature	Date
Career Services	Name	Signature	Date
Registrar	Name	Signature	Date
Student	Name	Signature	Date

Please note: A minimum 3.25 GPA is generally required for any program change. Additional information/rationale may be required if a student’s GPA does not meet the minimum requirement. Other requirements for entry into any program may be required, including an application fee. Please contact the appropriate program advisor/admissions officer for further details.