Change of Status Request

• Not all programs or majors are offered in each Catalog; refer to the appropriate Catalog (based on year and campus).
• Completed requests must be submitted to and reviewed by Student Academic Services for approval and processing.
• You are unable to enroll/remain in the online program if live in or move to Arkansas or Wisconsin.

Please print clearly and legibly

Name: ___________________________________________ ID #: J

Student type: ___domestic ___international

Current campus: ____________________________________________________________

Do you have transfer credits from another college/university? ___yes ___no

Are you participating in the 4+1 program? ___yes ___no

Current major/program: ________________________________

Current catalog: ___day ___continuing education

Catalog year: _____________

Requested Changes:

Campus: _____not changing _____change to (circle one): Providence / North Miami / Denver / Charlotte / Online

Effective term for campus change: Fall Winter Spring Summer

Major / Program: same (not changing) add the following change to remove the following

Catalog: _____not changing _____change to (circle one): Day / Continuing Education

Catalog year: _____not changing _____change to:

4+1 Program Update: _____request to no longer participate

Effective Term: Fall Winter Spring Summer

All Campuses:
• The Business Studies B.S. degree program requires signed approval from a transfer advisor for students with transfer credits.
• International students may not enroll in an online program.
• Students must have approval from Student Financial Services to change to an online campus program.

Providence / Denver Campus:
• Students who wish to transfer into Counseling Psychology must meet the following criteria: a B in introductory psychology and a 2.0 cumulative GPA.
• Students who wish to transfer into Media & Communication Studies must meet the following criteria: a B or better in ENG1020 and have no more than 31.5 earned credits.
• The Culinary Nutrition B.S. degree program requires the completion and submission of an application to the program’s director.

Providence Campus:
• Day program: the Baking & Pastry Arts degree program requires the completion and submission of an application to the program’s director.
• Equine Business Management/Riding requires permission from the Department Chairperson. A DVD video submission is also required or consideration into the program.
• Students requesting a change into Electronics Engineering or Robotics Engineering must have approval from the department chair.

*Continuing Education Culinary Arts students are only covered by the university’s student accident insurance plan. All other Continuing Education students are not covered by the university accident and sickness plan.

Signatures
Any change is subject to approval; changes will not be processed if all appropriate signatures are not provided. Also, a change of status may impact financial aid, graduation date and degree progress (i.e. previously completed courses may not apply toward a new major/program).

Student: __________________________________ Date: __________________

SAS Counselor/Advisor: __________________________________ Date: __________

Dean/Director/Chairperson: ____________________________ Date: __________________

Transfer Advisor: __________________________________ Date: __________________

International Advisor (Campus Transfer Only): _______________ Date: __________

SFS Planner (Online Only) ____________________________ Date: __________________

Administrative Use Only

New program code: ___________________ Catalog term code: ________________

☐ Review Degree Audit ☐ Student has Exceptions in DW
☐ Update grad date (via SGASTDN) ☐ Update Program (via SFAREGS)
☐ Transfer Credit Reevaluation ☐ Unused courses to be reevaluated

☐ Update Education Plan ☐ Not from AR or WI-Online Only (SPAIKEN)
☐ Update Degree Record (via SHADEGR)

November 14, 2014