

**REQUEST FOR CHANGE OF MAJOR
MASTER'S LEVEL**

A currently enrolled master's degree student in good standing who wishes to transfer to a different master's degree within the same program (i.e., MA to MS) or to a master's degree program in another discipline, or who wishes to add a Graduate Certificate or Education Certificate, must file this form with the current department for transmittal to the new department. A student cannot add a doctoral program with this form.

A currently enrolled master's degree student in good standing may be admitted for a second master's degree (Dual Degree program) using this form. See PSU *Bulletin* for restrictions on Dual Degrees.

The student is responsible for submitting complete departmental admission requirements to the new department. (However, if the student is transferring to a different department, the original department may, if they choose, send the student's file, or a photocopy of the file, to the second department.) **Once the second department has made an admission decision, the Department Chair or Graduate Committee Chair must complete the lower portion of this form and transmit it to the Office of Graduate Studies (184 XSB).**

A currently enrolled doctoral degree student in good standing who wishes to change, or add, admission to a master's degree, or to add a Graduate Certificate or Education Certificate, should use the doctoral level form (**GO-19D**), available in the Office of Graduate Studies and on our website, www.gsr.pdx.edu.

Name _____ ID # _____
 (Last) (First) (Middle)

Address _____
 (Street) (Apt.#) (City) (State) (Zip)

Day Phone _____ E-mail (**PRINT CLEARLY**) _____

Student is **currently admitted** for the following degree: _____ in _____ with _____ status
 (master's degree) (major name) (regular/conditional)

CHECK ONLY ONE OPTION BELOW:

- I wish to **transfer from** my present master's degree program to the _____ in _____
 (master's degree) (major name)
- I wish to **add to** my present master's degree program the **Graduate Certificate** program in _____
 (certificate name)
- I wish to **add to** my present master's degree program the **Standard/Continuing Licensure** in _____
 (endorsement)
- I wish to **add to** my present master's degree a **Dual Degree** program _____ in _____
 (master's degree) (major name)

Student's signature _____ Date _____

Approved by _____ Date _____
 Departmental Graduate Committee Chair or Department Chair of student's current department

REQUIRED – The new department/program requests the following action:

- Acceptance as Regular Degree Student
- Acceptance as Regular Graduate Certificate or Licensure Student
- Acceptance as Conditional Degree Student
 Student (specify department conditions)
- Acceptance as Conditional Graduate Certificate or Licensure
 Student (specify department conditions)
- Denial of Admission

Assignment of _____ as this student's Graduate Adviser for the new program.

Signed _____ Date _____
 Departmental Graduate Committee Chair or Department Chair of student's new department

Processed by Office of Graduate Studies _____ Date _____