

REQUEST FOR CHANGE OF PROGRAM

Currently admitted graduate students in good academic standing who wish to 1) transfer to a different degree or graduate certificate program, 2) add admission to another degree or graduate certificate program, or 3) add admission to an education endorsement must file this form with their current department. The student is responsible for submitting complete departmental application materials to the proposed new department as needed. A student must have current term registration for a GO-19 form to be processed by the Office of Graduate Studies.

If **adding** a program, please note:

- Graduate courses can be applied to two master's degrees only under the dual degree option; see the PSU *Bulletin* and the GO-14 form for details.
- Graduate courses cannot be applied to two graduate certificates.
- Graduate courses can be applied to a master's degree and a doctoral degree provided the master's degree is awarded prior to or concurrent with the doctoral degree.

See the PSU *Bulletin* for additional information about sharing coursework between programs.

A change to a student's admission status may impact tuition assessment.

Name _____ PSU ID# _____

PSU E-mail (print clearly) _____ Daytime phone _____

Student is **currently admitted** for the following program: _____ in _____
(degree/grad cert) (major name)

CHECK ONLY ONE OPTION BELOW:

I wish to **transfer from** my present program to the _____ in _____
I understand this action will cancel admission to my current program. (degree/grad cert) (major name)

I wish to **add to** my present program the _____ in _____
(degree/grad cert) (major name)

I wish to **add to** my present program the Standard/Continuing Licensure in _____
(endorsement)

Student's signature _____ Date _____

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

REQUIRED – The **new department/program** approves the admission change requested above.

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

Processed by Office of Graduate Studies _____ Date _____