DEGREE PROGRAM CHANGE

Current Program:          New Program:
☐ AIE                      ☐ AIE
☐ PSP (☐Prev./☐Res./☐Couns.)     ☐ PSP (☐Prev./☐Res./☐Couns.)
☐ EPM                      ☐ EPM
☐ Higher Ed (☐Adol/☐Child)     ☐ Higher Ed
☐ HDP (☐CA)                 ☐ HDP (☐CA)
☐ IEP                      ☐ IEP
☐ TEP (☐TAC/☐MCMS)                  ☐ TEP (☐TAC/☐MCMS)
☐ LL (☐GEN/☐RS/☐IL)          ☐ LL (☐GEN/☐RS/☐IL)
☐ LT (☐GEN/☐IL)               ☐ LT (☐GEN/☐IL)
☐ MBE                      ☐ MBE
☐ CAS (☐SGC/☐SSW-SAC)                  ☐ CAS (☐SGC/☐SSW-SAC)

REASONS for PETITION in CHANGE in PROGRAM

Each master’s program has a unique character, admissions process, set of requirements, and target audience. A request to change programs is a rare occurrence, not always approved, and should be considered carefully in light of your course of study and future plans. If you are considering a petition, the initiation of the process begins with the following two steps:

1. Speak with the program administrator of your current program to make sure you understand whether your goals can be met without changing programs.
2. Speak with the program administrator of your desired program to see if they are willing to accept new students (depending on capacity and specific circumstances) and to make sure you understand the requirements and expectations of that program.

Students must be in good academic standing in order to be considered for a change in program.

Once you have met with the program administrators from your current and requested future program, please complete this form, along with a separate memo detailing your reasons for requesting a change in program. Your memo should include: 1) the academic rationale for your program request, and 2) a proposed study plan for your remaining coursework. Memos should be no longer than two pages and should be shared with all parties listed below.

If the future director approves your request, please obtain the signatures required below and submit both this form and your memo to the Office of the Registrar. Signed and completed forms must be submitted no later than two weeks from the approval to change programs/strands.

REQUIRED SIGNATURES:

<table>
<thead>
<tr>
<th>Current Program Director's Name</th>
<th>Current Program Director's Signature</th>
<th>Date</th>
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<tbody>
<tr>
<td>New Program Director's Name</td>
<td>New Program Director's Signature</td>
<td>Date</td>
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<tr>
<td>Advisor's Name</td>
<td>Advisor's Signature</td>
<td>Date</td>
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</tbody>
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Assistant Dean for Master’s Programs Signature

Date: 9/16