



**MIDDLE GEORGIA STATE UNIVERSITY
GRADUATE STUDIES
REQUEST FOR CHANGE OF PROGRAM**

The first step in changing programs is to **meet with the graduate program advisor/coordinator in the desired discipline** in order to determine the appropriateness of the program and your eligibility for the program of study. Please note:

- **Completing a Change of Program form does not guarantee acceptance into the desired program of study.**
- **Changing programs could delay graduation.** (Consult with program advisor/coordinator and review MyDegree's What - If)
- **Changing programs could affect your financial aid award.** (Consult with Office of Financial Aid)
- **Students changing programs may be asked to submit additional documents related to admission of the desired program.**
- **This form is not used for adding/changing a concentration in an existing program of study. Students wishing to add/change a concentration should complete the Graduate Studies Add/Change Concentration form.**
- **If students are not completing registered classes due to this desired program change, they should submit the add/drop/withdrawal form.**

Directions:

Fill in the fields below. Next, secure the signature of the Program Advisor/Coordinator for ***the desired program***. The Program Advisor/Coordinator should send the form along with a program acceptance letter to registrar@mga.edu. *****If printing the form, be sure the Current Program and Desired Program section are completed electronically prior to printing. All signature fields can be signed electronically by PDF electronic signature.*****

Student Name

Student ID

Current Program

Current Program Last Date of Attendance:

Desired Program (Choose One - Select Blank to Reset Degree Option):

Doctorate/Master

Certificate

Desired Program First Date of Entry:

If you are receiving VA benefits, please check this box

If you are studying on an F1 VISA, please check this box

Student Signature

Date

New Program Advisor/
Coordinator Signature

Date

Processed in Registrar's Office

Date

Please note the form will not be processed without all required signatures.