

**REQUEST TO CHANGE CONCENTRATION OR MODALITY FORM**

To change from one concentration to another concentration within the same degree program or from one modality (Online or Traditional) to another modality within the same degree program, the student is required to submit a "Request to Change Concentration or Modality" form to the current major department. **By completing this form, the student acknowledges that pursuing a new concentration or modality may entail additional requirements for fulfilling the degree.** If the department approves the request, the approval is noted, a current university transcript is attached to the form, and forwarded to the College Dean. The College Dean indicates his/her decision, and forwards it to the Dean of the Division of Graduate Studies for final action.<sup>1</sup>

Name: \_\_\_\_\_ Student J#: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street City State Zip Code

\*\*\*\*\*

**Completed by Student:**

Current Degree Program: \_\_\_\_\_

I hereby request that my concentration be changed from: \_\_\_\_\_  
Current Concentration

To \_\_\_\_\_  
New Concentration Signature Date

This request is made for the following reason (s): \_\_\_\_\_

\*\*\*\*\*

**Completed by Department:**

This student \_\_\_is/\_\_\_is not in good academic standing in: \_\_\_\_\_

Department Degree Program

Current Advisor Date

The student has received guidance regarding potential additional requirements, fees, and other factors that could affect them by changing their concentration or modality for this degree program. \_\_\_\_

Current Department Chair Date

College Dean Date

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**Completed by the Division of Graduate Studies:**

Approve \_\_\_\_\_ Disapprove \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_  
Dean Graduate Studies Date

1. This form cannot be used to change degree programs. A student must submit a new application for admission to a new degree program.