

**CHANGE OF ACADEMIC PLAN**

*Traditional Undergraduate / Adult Accelerated Programs*

**PART I General Information** (To be completed by the student.)

STUDENT NAME \_\_\_\_\_ ID \_\_\_\_\_

**PART II Current Academic Information** (To be completed by the student.)

Traditional  Adult  Learning Team Number \_\_\_\_\_  Online

MAJOR First: \_\_\_\_\_ Second: \_\_\_\_\_

MINOR First: \_\_\_\_\_ Second: \_\_\_\_\_

CONCENTRATION First: \_\_\_\_\_ Second: \_\_\_\_\_

**PART III New Academic Information** Include all components of degree plan. (To be completed by the student.)

Traditional  Adult  Learning Team Number \_\_\_\_\_  Online  Changing Academic Advisor Only

MAJOR First: \_\_\_\_\_ Second: \_\_\_\_\_

MINOR First: \_\_\_\_\_ Second: \_\_\_\_\_

CONCENTRATION First: \_\_\_\_\_ Second: \_\_\_\_\_

Is this a change of campus?  No change  Main to Springfield  Main to Mesa  Springfield to Mesa  
 Springfield to Main  Mesa to Main  Mesa to Springfield

Is this a permanent change of campus or do you only wish to attend a different campus for one semester as a visiting student?  
 Permanent Change of Campus  Change of Campus for only one semester as a Visiting Student

Effective term for campus change: \_\_\_\_\_

AUTHORIZED \_\_\_\_\_  
Student Signature Date

**PART IV Approvals and Recording** Student must obtain the required signatures before the form can be processed. Completed forms should be returned to the Office of the Registrar.

APPROVED \_\_\_\_\_  
Current Advisor (Print) \_\_\_\_\_  
Current Advisor (Signature) \_\_\_\_\_ Date \_\_\_\_\_

APPROVED \_\_\_\_\_  
New/Second Advisor, if Applicable (Print) \_\_\_\_\_  
New/Second Advisor, if Applicable (Signature) \_\_\_\_\_ Date \_\_\_\_\_

UPDATED \_\_\_\_\_  
Office of the Registrar Signature \_\_\_\_\_ Date \_\_\_\_\_

Select any that apply.  
 Advising file forwarded to new department.  
 Requested previous advisor to forward advising file to new department.  
 Advising file created for new / second advisor.  
 No file movement required.