



The Graduate School

# Graduate Program Change of Degree/ En Route Request Form

Requests to declare a master's en route to the PhD, change a subplan, or change degree levels must be approved by student's major advisor and graduate program director. If you are requesting to change to or add a program for which you do not qualify, your request will not be processed. Time limitations on coursework apply to all credits toward a degree. Refer to the catalog for program requirements and time limitations before submitting this request. You may be required to apply for admission to the requested program if the request is not approved.

Name: \_\_\_\_\_ NSHE #: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone #: \_\_\_\_\_

**Requested Change:**

Change from Master's to PhD

Add Master's degree en route

Change from PhD to Master's

Add PhD

Change in subplan

**Requested Program:**

Graduate Program: \_\_\_\_\_ Degree: \_\_\_\_\_

Subplan (if applicable): \_\_\_\_\_

**Please indicate if you are an international student:**

**N**

(International students must get OISS approval before returning the form to the Graduate School)

\_\_\_\_\_  
OISS Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**Signatures of approval**

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Major Advisor's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Graduate Program Director's Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Graduate School Dean's Signature

\_\_\_\_\_  
Date

**For office use only**

Comments: \_\_\_\_\_ Evaluator \_\_\_\_\_ Date \_\_\_\_\_