# APPLICATION FOR GRADUATE CHANGE OF MAJOR OR DEGREE STATUS

**Office of Academic Assistance and Graduate Admissions, Georgia State University, P.O. Box 3977, Atlanta, GA 30302-3977**

The *Application for Graduate Change of Major or Degree Status* is for active graduate students in a graduate degree program.

<table>
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<th>Name</th>
<th>Last</th>
<th>First</th>
<th>Middle</th>
<th>Former/Alternate Names Used</th>
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Panther ID ___________________________ Date of Birth ___________________________

Sex: ☐ Male ☐ Female

Address __________________________________________________________________________

Street Address or Box Number __________ City __________ State __________ Zip-code __________

Contact Phone Number ( ) _______________________ GSU Email Address __________________________

First graduate term at Georgia State __________________________ Last graduate term at Georgia State __________________________

Current program of study __________________________ __________________________

Degree Major Concentration

Proposed program of study __________________________ __________________________

Degree Major Concentration

Term to start proposed program of study: ☐ Spring _________ (Year) ☐ Summer _________ (Year) ☐ Fall _________ (Year)

Your catalog year will change to match the term you begin your proposed program of study. If you would prefer that your catalog year *not* change, please check the box below:

☐ I petition to keep my current catalog year

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**Signature of Applicant** __________________________ **Date** __________________________

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**4110 Changing Major or Degree Status**

Georgia State University graduate students who wish to change to a different graduate major must complete an application form and supply all required admission materials for the new major. In the College of Education, coursework completed in the previous program may be counted toward the requirements for the new major if the courses match those described in the new major's program description and the credits meet all other College of Education guidelines for degree completion and if the students' new program adviser approves the application of previously earned credits toward the new program. If another college offers the new major, the students should contact the appropriate graduate office in that college for information about applying to its graduate program.

Graduate students admitted in nondegree status who wish to become admitted in a degree-seeking status must complete an application form and supply all required admission materials for the new degree program. No more than nine (9) semester hours of coursework taken in a nondegree status may be applied to a master's or doctoral program in the College of Education. Nondegree credits may not apply to any specialist degree program.
APPLICATION FOR GRADUATE CHANGE OF MAJOR OR DEGREE STATUS

This application is for current College of Education graduate students in a degree program. Non-degree students who wish to enter a degree program may not use this form – they must apply for that program through the online admission process described on the COE website.

After submitting this application to the College of Education Office of Academic Assistance and Graduate Admissions (COE OAA), you will be contacted via Georgia State email if additional application materials are required. Additional materials may be required if the admission materials for your proposed program differ from those of your current program.

Once complete, your file will be forwarded to your proposed program Department, where it will be reviewed for recommendation for admission. When the COE OAA receives the department’s recommendation, you will be notified via letter and email as to the department’s recommendation, and your student record will be updated.

You may be applying to change to a major that is a cohort program and does not admit students for the term proposed by you. In that case, admission would be for the cohort term and this will be indicated on your admission decision notification.

Any residency coursework completed in your current program will count towards residency in your proposed program.

If you have any questions, please contact the COE OAA at 404-413-8000

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Please submit this application directly to:
Georgia State University, College of Education
Office of Academic Assistance and Graduate Admissions
30 Pryor St., Ste. 300
Atlanta, GA  30303