

REQUEST TO CHANGE PROGRAM OBJECTIVE

IMPORTANT: Change Program Objective requests submitted after the Add/Drop deadline for a session will be processed for the following term. Please refer to the Academic Calendar (www.palmbeachstate.edu/academiccalendar.xml) for add/drop deadline dates.

Also note that if you change your program, you will be required to follow the Catalog currently in effect at the time you submit your Change Program Objective request. We encourage you to meet with an Academic Advisor before submitting your request so that you can review course selections and your degree audit.

SECTION 1 TO BE COMPLETED BY STUDENT – SUBMIT FORM TO THE ADMISSIONS OFFICE AT ANY CAMPUS LOCATION

Student ID Number: _____

Last Name: _____ First Name: _____ MI: _____

Change my primary Program Objective code from _____ to _____
(go to www.palmbeachstate.edu/AreasOfStudy.xml for program codes)

Add new Program Objective code _____ but do not change my current primary objective code.

Please read information below before signing and submitting your request:

If you have applied for or are receiving Financial Aid and/or Veterans Benefits, your benefit eligibility may be affected if you change your Program Objective. We recommend that you contact the Financial Aid or VA Office to discuss if there will be any financial implications of changing your program objective.

I understand changing to a non-degree program objective code will make me ineligible for Financial Aid.

Student's Signature (Required)

Date

Academic Advisor Signature (Optional)

SECTION 2 TO BE COMPLETED BY ADMISSIONS OFFICE

The student's file has been reviewed by the Admissions Office and lacks the following items. It is the student's responsibility to :

Submit an official High School/GED transcript (*High school/GED transcript required for Limited Access Programs*)

Submit official college transcripts (*list below any missing or incomplete college transcripts*)

Submit Commercial Evaluation of Foreign Credentials

Submit appropriate Placement Test Scores

Register and attend a New Student Orientation session

The student's file has been reviewed by the Admissions Office and is complete.

The above requested change/addition will take effect: Fall Spring Summer Year: _____

Name of Staff Member

_____/_____/_____
Date