

UNIVERSITY OF  
**NORTHERN COLORADO**

Graduate School

**Graduate Program Change Form**

Save this form to your desktop. Complete, sign and then email to your department(s) for signature(s).  
Form must be returned to [grad.admissions@unco.edu](mailto:grad.admissions@unco.edu) for processing.

*If form is submitted before drop date, changes will take effect in the current term. If submitted after drop date, changes will take effect the next available term.\**

- This form is for admitted students only and can be used to change degree level to a lower level, e.g., from doctorate to master's, master's to certificate. If you wish to move up a degree level, you must reapply to the Graduate School.
- The new program may request additional materials, e.g., new statement of goals, prior to making its decision (these must be submitted to the program).
- Students denied admission to a new program will remain in the current program unless you request to close your file.

Student's First Name:

Last Name:

Last four of Bear number:

**Change of Program**

Requested Program:

Requested Site:

*Please confirm with the program for valid site options. Not all sites are available for all programs.*

Current Program:

**Time Limit Declaration**

I wish to treat the change as a new program. The time limit for completion of the degree begins based on effective term (see information above\*). Previous work will not be applicable to the new program.

I do **not** wish to treat the change as a new program. The time limit to complete the new program remains the term at which you initiated the program of study in your original program. Some or all of the previous work can be applied to the new program depending upon authorization by your program advisor and approval by the Graduate School.

Departmental Signature **required** (current program)

Accept

Deny

Type Name

Signature

Date

Departmental Signature **required** (*requested program*)

Accept

Deny

Type Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Adding/Dropping licensure, endorsement or certificate**

Add

Drop

Licensure/Endorsement/Certificate:

Departmental Signature required **only** for adding licensure, endorsement or certificate.

Accept

Deny

Type Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Note:** Program change may impact your student bill, financial aid and/or assistantship. Please contact these departments for questions.

**Student Signature**

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date