PLAN CHANGE REQUEST FORM
ARIZONA STATE UNIVERSITY
GRADUATE COLLEGE

This Plan Change Request Form is used to change the graduate plan of a student *already enrolled* in a degree program in the following situations only:

a. Master's plan to master's plan *within the same academic unit*

b. Doctoral plan to master's plan *within the same academic unit*

Only ONE CHANGE PER ADMISSION APPLICATION is authorized. Other change requests (e.g., between academic units or from a master's program to a doctoral program) require a new *Application for Graduate Admission* for the appropriate plan.

Part 1. Student Information *(Please include the appropriate plan codes)*

NAME (LAST, FIRST, MIDDLE)	EMPL I.D. NO.	E-MAIL	DATE

LOCAL STREET ADDRESS	CITY, STATE, ZIP

CURRENT PROGRAM*	CURRENT PLAN*

Requested change:

From: _____ _____ **To:** _____ _____

PLAN NAME PLAN CODE PLAN NAME PLAN CODE

I understand that I need to submit a Program of Study for my new degree program even if I have previously submitted a Program of Study for the plan I am leaving.

_____ _____

STUDENT SIGNATURE DATE

** Program is equal to the Academic Unit to which the Plan belongs. This code is available to your academic unit (i.e., GRLA). Plan is equal to the student's degree, major and concentration in OASIS terminology.*

Part 2. Approved by the head of the academic unit

PRINT NAME

_____ _____

SIGNATURE DATE

FOR INTERNAL GRADUATE COLLEGE USE ONLY

☐ CURRENT ENROLLMENT	☐ HAS NOT APPLIED FOR GRADUATION	☐ CONFIRMED A and B ABOVE
☐ NO PREVIOUS APPLICATION CHANGES	☐ CHANGING TO PLAN IN SAME ACADEMIC ORG.	☐ PROCESSED BY:_____ DATE:_____