

Change of Program of Study Request Form

To change a program of study, fill out the form below and take the form to both your current and prospective advisors for approval. After the form has been completed, it is the student's responsibility to return the completed form to the Academic Affairs office.

NOTE: A student desiring to change his program of study should seriously consider the implications of such a change.

Changing your program may change the catalog under which the new program.

Changing a program of study may make an additional semester or more of classes a necessity as well as scheduling of classes much more difficult.

Valid reasons for making changes need to be presented to the advisors.

Students are allowed to make one change of program at no cost.

Any additional changes will incur a \$50.00 fee payable in the registrar's office at time of change

1. Student Information

Student ID: _____ Name: _____ Date: _____

Circle one: **School of Undergraduate Studies** or **School of Professional Studies**

2. Current Program, Degree, Major, Minor

Degree/Certificate: (circle) BA BS BTH AA Certificate

Program of Study:

1st Major: _____

2nd Major: _____

Minor(s):

(1) _____

(2) _____

3. New Degree, Major(s) &, Minor(s) (mark all that apply)

Degree

SUS

- Associate of Arts: Biblical Studies
- Associate of Arts: General Studies
- Bachelor of Science
- Bachelor of Arts (includes language study)

SPS

- Associate of Arts: Biblical Studies
- Associate of Arts: General Studies
- Bachelor of Science

Majors: (Bachelor Degree must choose 1 from this list)

SUS

- Applied Linguistics and Biblical Studies *B.A. only*
- Biblical Exposition
- Biblical Studies (w/ A.A.S. Nursing) *B.S. only*
- Business Administration and Biblical Studies
 ___ Organizational Leadership ___ Sport Management
- Counseling & Psychology and Biblical Studies
- Biology and Biblical Studies
- Elementary Education & Biblical Studies *BS Only*

- General Ministry and Biblical Exposition
- Cross-Cultural Ministry and Biblical Exposition
- Youth & Family Ministry and Biblical Exposition
- Science Education *BS Only*

SPS

- Business Administration (*with minor in Biblical Studies*) *
- Christian Ministry and Biblical Studies
- Family Studies (*with minor in Biblical Studies*)

Minors (may be added to SUS programs above):

- Counseling
- Cross-Cultural Ministry
- Family Studies

- Military Science
- Nonprofit Administration

- Certificate:**
- Certificate in Family Life Education
 - Professional Christian Ministries Certificate

4. Advisor Approval

Advisors, please sign only if you approve.

If change is denied, please indicate reason:

Please transfer student file (paper/electronic) to the new advisor

5. Student Signature:

Current Advisor Signature:

New Advisor Signature:

Date: _____

Office Use Only: Received By _____	_____ Date
Change Recorded: ___ CampusAnyware	___ POS Spreadsheet
Copy to Advisor ___ New Check Sheet	___ fee(2 nd change)