Request for Adjustment of Degree Requirements
Undergraduate Students

Instructions
1. Fill out the Student Information section in its entirety.
2. In consultation with your academic adviser, complete the Change Requested and Reason sections.
3. Obtain the signatures of your academic adviser and the Office of Academic Affairs.

Student Information

Name: _______________________________ GPA: __________________
School ID: ___________ Major: _________________ Net ID: _________________

Change requested

Reason for change

NOTE: No substitution will be approved that results in a reduction of the total number of credits required for the degree.

Approvals

1. Major Academic Adviser ________________________________
2. Office of Academic Affairs ________________________________