

Instructions: This form is used to request an academic objective change from graduate degree to credential or certificate and from certificate to graduate degree. Credential students may not use this form to change to a graduate degree.

1. Discuss this request with your current and proposed program coordinators.
2. Complete all parts of the form and obtain any additional authorizations.
3. Submit the form to your new program department for review.
4. Department submits completed form to the Office of the Registrar for processing no later than the open enrollment date for the term for which the change is effective.
5. You will be notified via email of request status. All communication will be sent via CSUMB email.

Part 1: Student Information

Student ID	Last Name	First Name
Phone Number	E-mail Address	

Part 2: Academic Objective Information

Current Objective:
New Objective:
Term Change effective: Fall 20 Spring 20

Part 3: Additional Authorizations (Signature required if applicable)

Authorizing Areas & Type of Authorization	Required For	Signature	Date
Financial Aid Representative Consult	FA recipients		
Current Grad Program Coordinator Approval	Grad Students		
International Programs Advisor Approval	Intl F1/J1 Stdnts		
VA Coordinator Consult	Veterans Benefits		

Part 4: Student Signature

By signing this form, I certify that all information contained herein is correct and complete. I understand that this academic objective change can only be completed once and it may change my eligibility for financial aid or VA benefits.

STUDENT SIGNATURE: _____ **DATE:** _____

DEPARTMENT USE ONLY

New program coordinator/or designee's printed name:		
New program coordinator/or designee's signature:	Date:	
	Approve	Deny
New Program Admission:	Full Admit, Cred/Cert (5)	Conditional, Cred/Cert (C)
Credential series update:	Confirm term change effective:	