

PROGRAM CHANGE REQUEST

Name: _____

Current Program to be ended:

Program Desired/Added:

Reason for requesting change/addition:

Do you have a bachelor's degree?

☒

Yes

☐

No

If you do not have a bachelor's degree, you may be required to have an interview to transfer into a degree program.

Please consult with your Academic Advisor first. Your advisor will submit your request to the V.P. of Academic and Student Affairs. Changing programs may jeopardize financial aid eligibility. Please check with the Financial Aid Office and Registrar.

For students transferring INTO the MDiv program: You must also submit two letters of recommendation – one from one from a minister (or equivalent), and one professional. Transfers into the MDiv program are subject to faculty vote.

The submission of this form **does not** mean automatic acceptance in the program of your choice. Additional admissions requirements and/or information may be requested for acceptance into the new program.

Notification will be sent to your student email if additional requirements must be met. The V.P. of Academic and Student Affairs or an academic administrator will also notify you via your MLTS email of the decision.

Student Signature_____
Date**For Office Use Only**

Faculty/Advisor Signature: _____ Date: ____/____/____

VP for Academic and Student Affairs: _____ Date: ____/____/____

Registrar: ____/____/____ Initials: _____

Result: Approved ☐ Not Approved ☐ Partially approved/other result ☐

Notes: