

UNIVERSITY of ALASKA ANCHORAGE

Office of the Registrar • 3211 Providence Drive • Anchorage, AK 99508

GRADUATE CHANGE OF MAJOR OR EMPHASIS AREA

Graduate students who wish to change majors or emphasis areas **within the same degree and college** should complete this form (i.e. MS in Biological Sciences to MS in Clinical Psychology). Students wishing to change their graduate program to another degree type (i.e. MS to MA) or to a program outside their college must apply for admission to the new program through the Office of Admissions and pay the appropriate fee. Students who change their major or emphasis areas after being advanced to candidacy must submit a revised Official Graduate Studies Plan in consultation with their advisor/committee.

INSTRUCTIONS TO THE STUDENT:

1. Complete any entrance requirements for the new major or emphasis area.
2. Complete part 1 of this form.
3. Take this form to your new department for their review and signature.
4. If required, submit a revised approved Official Graduate Studies Plan in DegreeWorks.

PART 1 – To be completed by the student

Name _____ UA Student ID _____

Email _____ Phone _____

Please change my graduate major or emphasis area:

From _____ To _____
Current Degree/Major or Emphasis Area New Degree/Major or Emphasis Area

Student's Signature _____

Date _____

INSTRUCTIONS TO GRADUATE DEPARTMENTS:

If the change is approved, forward this completed form to Enrollment Services or email it to uaa.degrees@alaska.edu.

PART 2 – Acceptance to the new major

Major or emphasis area _____ Degree _____

College _____

Choose one: Approved Not Approved

Department signature _____

Comments _____

Graduate School Signature _____

Date _____