UNDERGRADUATE DEGREE PROGRAM CHANGE FORM

1. Print any changes in the degree program in the appropriate section. Include department, course number and hours.
2. For transfer courses, include transfer course numbers and (✓) in the column under "Tr?". Identify institution(s) at bottom of form.
3. Obtain the signature of the department head if the change is in major and/or minor.
4. Sign this form and submit it to the Dean's Office for final approval.
5. After receiving the approval of the Dean's Office, pick up yellow copy for your records.
6. If additional lines are needed for changes, fill out two separate change forms.

****All degree requirements will be completed by:** ☐ **May 20 ___** ☐ **August 20 ___** ☐ **December 20 ___**

Name _____ _____ _____

Last First Middle or Maiden WKU Email Address Student ID Number

_____ _____

Permanent Address Local Phone

I. MAJOR (Ref.No.____)	**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**		**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**
					In place of				
					In place of				
					In place of				
					In place of				

_____ _____

Signature of Dept. Head **Date**

II. MINOR(S) (Ref.No.____) Or SECOND MAJOR (Ref.No.____)	**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**		**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**
					In place of				
					In place of				
					In place of				
					In place of				

_____ _____

Signature of Dept. Head **Date**

III. TEACHER CERTIFICATION	**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**		**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**
					In place of				
					In place of				

_____ _____

Signature of Dept. Head **Date**

IV. GENERAL EDUCATION	**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**		**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**
					In place of				
					In place of				
					In place of				

V. ELECTIVES	**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**		**Dept.**	**Course No.**	**Hrs.**	**(Tr?)**
					In place of				
					In place of				
					In place of				
					In place of				

_____ _____

Signature of Dean's Office **Date**

Name of Transfer Institution(s) _____

Student Signature _____ **Date** _____