

REQUEST BY GSU UNDERGRADUATE STUDENT TO CHANGE TO ANOTHER GSU COLLEGE

NOTES: Accepted applicants who have not yet enrolled but wish to change GSU colleges must contact the Office of Admissions, 200 Sparks Hall.

Students who are veterans should contact the Veterans Coordinator in the Office of the Registrar concerning their change of college.

Please read directions (on back) carefully before completing.

PLEASE PRINT

Name:

Last _____ First _____

Middle _____

Panther Number: _____

Address: _____

Home Phone: _____

Work Phone: _____

I WISH TO CHANGE FROM: TO:

Current College _____ New College or Division

Current Degree _____ New Degree _____

Current Major New Major _____ Current Minor New
Minor _____

Signature of Student _____ Date _____

Current College Representative _____ Date _____

New College Representative _____ Date _____

OFFICE USE ONLY:

File Attached: YES NO Reason Initial & Date

Information for Undergraduate Students
who wish to change from one GSU college
to another GSU college

1. Read the instructions at the top of the reverse side of this form.
2. Enter your social security number in the space provided and complete the form.
3. You may either turn in this form at the registrar=s window or turn it in to the Office of Academic Assistance (OAA) of your current college.

If you leave it at the registrar=s window, it will be picked up by your current college the next day for processing.

4. Processing includes sending your current college=s file to your new college. If you wish to deliver your file yourself, take the completed form to your current OAA. If you choose to do this, you must deliver your file immediately to the new OAA.

5. The academic regulations section of the GSU General Catalog states that students satisfy the degree requirements in effect at the time they change colleges within the university. This means the time the change is officially made.

Therefore, you will follow the current catalog in your new college. If you decide at a later date to return to your previous college, you will follow the degree requirements in effect at that time.

6. To change to a teacher education program in the College of Arts and Sciences or the College of Education, a 2.5 cumulative GPA is required. This GPA includes all attempts at all coursework, both transfer and GSU.

7. If you have questions, please check with the Office of Academic Assistance of either your current college or your new college, not the staff at the registrar=s office.

Best wishes for success in your new program.