

Application for Change of Degree Status

(Please check appropriate box ☺)

- Master's to Ph.D. Candidacy
- Ph.D. to Master's Candidacy
- Non-Matric to Matriculated

- Complete and submit this form to Program Director for approval.
- International Students must provide both documentation of financial support and a General Academic Information form and obtain signature from Rutgers Global–International Student and Scholar Services, *prior* to submitting to program director.
- Once approved by the Graduate Director (and Rutgers Global for international students) this form must be delivered to the Office of the Dean, School of Graduate Studies, 25 Bishop Place, CAC.
- Students will receive a copy of this form in the mail once approved by the School of Graduate Studies.
- Students who have allowed a lapse in registration should file an Application for Readmission.

STEP 1: TO BE COMPLETED BY THE STUDENT:

Name _____ RUID _____

Street _____

City _____ State _____ Zip _____

Telephone (*day*) _____ (*evening*) _____

Citizenship: U.S. U.S. Permanent Resident Foreign

Program and status _____

Term and year desired for change to take effect:

Fall Spring Summer Year _____

Please explain why you are applying for a change in status and describe your present intentions and future plans as they pertain to your academic program:



School of Graduate Studies

STEP 2: TO BE COMPLETED BY CURRENT GRADUATE DIRECTOR:

This candidate IS _____ IS NOT _____ acceptable to the graduate program for the change of status sought. The reasons for *acceptance* or *non-acceptance* are as follows:

Signature (Graduate Director)

Date

STEP 3: TO BE COMPLETED BY RUTGERS GLOBAL

International Students must provide financial documentation and a General Academic Information form to Rutgers Global–International Student and Scholar Services, 180 College Avenue, CAC. The endorsement must be obtained *after* submitting to program director.

Signature (International Student Advisor)

Date

STEP 4: TO BE COMPLETED BY THE SCHOOL OF GRADUATE STUDIES

Copies of this application will be returned to the program after action has been taken at the Dean’s Office. The School of Graduate Studies will notify the student of the final action.

Conditions for Change in Status: _____

School 16 Class _____ Curriculum _____ Degree _____

Approved Not Approved

Effective: Fall Spring Summer Year _____

Dean’s Signature

Date