



**School of Graduate Studies
Request for Program Change
January 2023**

First Name:	Full-time	Part-time
Last Name:	Full Program Name:	
Student ID Number:	Degree:	

Please select from the options below:

1. Proceed with Ph.D. studies without obtaining a Master’s degree
2. Proceed with Ph.D. studies but also concurrently work towards a Master’s degree (Note: must complete ALL Master’s requirements no later than 4 months after the effective date of proceeding with Ph.D. studies)
3. Admit to Ph.D. studies
4. Not proceed with Ph.D. studies but apply for the Master’s degree (student’s signature NOT required)
5. Transfer from one program to another within the same department

Option 4 and 5 also require the signature of the PhD Supervisory Committee members (if applicable)

Comments (please give reason for change):

Please note:

1. The effective date of the change must be the start of the term
2. This form can only be used for changes within the same department

Effective Date for the Change of Status:

Student Signature	Date
Supervisor Signature	Date
Dept. Approver Signature	Date

PhD Supervisory Committee Signatures (if applicable)

1. 2. 3.

STOP PAYMENT NOTICE			
Stop Student's Scholarships Pay :	Month	Day	Year
Dept. Approver Signature		Date	

**Once this form is fully complete, please submit via Service Request
"Request for program Change" – R0017**