



OFFICE OF THE REGISTRAR

Application for Intent to Change Program Form

Student instructions: Complete this form and obtain the required signatures. Please turn in the completed form to the Registrar's Office via email at registrar@kgi.edu. Your petition will then be presented to the Dean's Office for final approval. All approved Change of Program requests will take effect the fall or spring term following the date of approval.

For PPC students intending to continue to the MBS/MS/MEng program: Submit this form by February 1 for the following fall semester.

Student Name (First, Middle, Last) _____ Student ID# _____

Current Program _____

New Program _____

Date of Intended Future Term _____

Required Approvals (must be completed in order)

Program Director of Current Program

Name _____ Signature _____ Date _____

Program Director of New Program

Name _____ Signature _____ Date _____

International Student Advisor (Required only for Int'l students)

Name _____ Signature _____ Date _____

Office of the Registrar

Name _____ Signature _____ Date _____

Student

Name _____ Signature _____ Date _____

Please note: A minimum 3.00 GPA is generally required for any program change. Additional information/rationale may be required if a student's GPA does not meet the minimum requirement. Other requirements for entry into any program may be required, including an application fee. Please contact the appropriate program advisor/admissions officer for further details.