

**REQUEST FOR CHANGE OF MAJOR  
MASTER'S LEVEL**

A currently enrolled master's degree student in good standing who wishes to transfer to a different master's degree within the same program (i.e., MA to MS) or to a master's degree program in another discipline, or who wishes to add a Graduate Certificate or Education Certificate, must file this form with the current department for transmittal to the new department. A student cannot add a doctoral program with this form.

A currently enrolled master's degree student in good standing may be admitted for a second master's degree (Dual Degree program) using this form. See *PSU Bulletin* for restrictions on Dual Degrees.

**The student is responsible for submitting complete departmental admission requirements to the new department.** (However, if the student is transferring to a different department, the original department may, if they choose, send the student's file, or a photocopy of the file, to the second department.) **Once the second department has made an admission decision, the Department Chair or Graduate Committee Chair must complete the lower portion of this form and transmit it to the Office of Graduate Studies (Unitus Building, 6th floor).**

A currently enrolled doctoral degree student in good standing who wishes to change, or add, admission to a master's degree, or to add a Graduate Certificate or Education Certificate, should use the doctoral level form (**GO-19D**), available in the Office of Graduate Studies and on our website, [www.gsr.pdx.edu](http://www.gsr.pdx.edu).

Name \_\_\_\_\_ ID # \_\_\_\_\_  
 (Last) (First) (Middle)  
 Address \_\_\_\_\_  
 (Street) (Apt.#) (City) (State) (Zip)  
 Day Phone \_\_\_\_\_ E-mail (**PRINT CLEARLY**) \_\_\_\_\_

Student is **currently admitted** for the following degree: \_\_\_\_\_ in \_\_\_\_\_ with \_\_\_\_\_ status.  
 (master's degree) (major name) (regular/conditional)

**CHECK ONLY ONE OPTION BELOW:**

I wish to **transfer from** my present master's degree program to the \_\_\_\_\_ in \_\_\_\_\_.  
 (master's degree) (major name)

I wish to **add to** my present master's degree program the **Graduate Certificate** program in \_\_\_\_\_.  
 (certificate name)

I wish to **add to** my present master's degree program the **Standard/Continuing Licensure** in \_\_\_\_\_.  
 (endorsement)

I wish to **add to** my present master's degree a **Dual Degree** program \_\_\_\_\_ in \_\_\_\_\_.  
 (master's degree) (major name)

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

Approved by \_\_\_\_\_ Date \_\_\_\_\_  
 (Departmental Graduate Committee Chair or Department Chair of student's current department)

**REQUIRED – The new department/program requests the following action:**

- |   |  |
|---|--|
| Acceptance as Regular Degree Student  | Acceptance as Regular Graduate Certificate or Licensure Student  |
| Acceptance as Conditional Degree Student<br>(specify department conditions) | Acceptance as Conditional Graduate Certificate or Licensure Student<br>(specify department conditions) |
| Denial of Admission   |  |

Assignment of \_\_\_\_\_ as this student's Graduate Adviser for the new program.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
 (Departmental Graduate Committee Chair or Department Chair of student's new department)

Processed by Office of Graduate Studies \_\_\_\_\_ Date \_\_\_\_\_