

Degree Program Change

Students may apply to change their degree program, certificate, minor, specialization/concentration, or undergraduate level (e.g., AS to BS or BS to AS) if they meet the academic qualifications and if the program is not at capacity.

Catalog Year Applicability

- When changing a degree program, certificate, or minor, students are subject to the catalog requirements in effect at the time the request is initiated or approved, depending on campus-specific policy.
- When changing a specialization/concentration or undergraduate level within the same program, the original catalog year typically remains unchanged.

Advising Recommendation

Students are strongly encouraged to consult with Academic Advising, their Program Coordinator, or Department Chair to understand how the change may impact their academic progress and degree requirements.

Campus Procedures

Daytona Beach and Prescott

- To initiate the process, students should complete the Academic Change Form on the Office of the Registrar website. This will notify the Program Coordinator or Department Chair of the new and current programs.

Worldwide & Online

- To initiate the process, students should contact their Academic Advisor who will submit the request on their behalf.