CHANGE OF GRADUATE DEGREE PROGRAM

An applicant or student wishing to change a major, concentration, location, or delivery mode (i.e., on-campus, online) or wishing to change to a lesser or equal degree (e.g., doctoral to master’s level) within the same College/School has the following options:

**Applicant:**

- After submitting an application and prior to receiving an admissions decision, applicants may request a one-time change to an academic program within the same College/School to which they originally applied. Formal requests can be made to either the Office of Graduate Education or to the College/School to which they applied.
- After an admissions decision has been rendered and before the first day of class, a student can request a one-time change to their academic program within the same College/School with approval by the department. A new application, additional supporting materials and/or a new application fee may be required at the department’s discretion. Formal requests can be made to either the Office of Graduate Education or to the College/School to which they applied.

*If an applicant wishes to change to a program outside of the College/School to which they originally applied or change to a higher-level degree program, then submission of a new application, supporting application materials, and payment of another application fee are required.

**Current Student:**

- Starting the first day of class, a student can submit a completed change of major form ([https://www.du.edu/sites/g/files/lmucqz251/files/2018-11/change_of_major_0.pdf](https://www.du.edu/sites/g/files/lmucqz251/files/2018-11/change_of_major_0.pdf)) to the Office of Graduate Education. The College/School reserves the right to request that the student submit a full application for admission, including the application fee.
- A student wishing to change to a degree program outside of the current College/School, or wishing to change to a higher degree (master’s level to doctoral), must submit a full application for admission, including the application fee and supporting application materials. A graduate student who wishes to change to another degree program must be withdrawn/terminated from the program of original admittance and accepted into the new degree program.

**Note:** Some units may have alternative procedures for changing degree programs. Contact the unit for details.