TRANSFER OF PROGRAM APPLICATION

Use this form if you are an undergraduate student that desires to change your degree program from Associate to Bachelor or Bachelor to Associate. This form may NOT be used to transfer from non-degree status to a degree-seeking program.

Student Name (print): ____________________________________________ Student ID: _________________________

Current Degree Program*: A.A. B.A. B.S. // Enrolled as: Online or Campus (check one of the above) (check one)

Desired Degree Program: A.A. B.A. B.S. // Desired Major: ________________________________________________ (check one of the above)

Desired Emphasis/Cognate (if applicable): ________________________________________________________________

Desired Minor: ___________________________________________________________ New Anticipated Graduation Date: _________________

MILITARY STUDENTS ONLY – Do you have a SOC Student Agreement? ☐ Yes ☐ No

Expected/actual completion date of A.A. program (If applying to enter B.A./B.S. program) ______________________

*Changing from a bachelor’s to an associate’s program will impact financial aid eligibility. Please contact Regent University’s Central Financial Aid Office before submitting this form. Additionally, coursework from your current degree program may not be applicable to your new degree program. Consult your academic advisor for more information.

Student’s Signature: ____________________________________________ Date: __________________________

Fax this form to 757-352-4685 or email as an attachment to undergrad-advisor@regent.edu

School Use Only:
Current Advisor: __________________________________________ (Print Name) (Signature) (Date)

New Advisor: __________________________________________ (Print Name) (Signature) (Date)

Dean/Representative: _______________________________________ (Print Name) (Signature) (Date)

☐ Approve Program/Major Change // Effective Catalog Year: _________ // Effective Start Term: _________

☐ Denied Program Change // Reason: ________________________________________________________________

ESS Use Only: SAAADMS record created: Initials Date

Registrar Use Only: SGASTDN/SHADEGR records updated: Initials Date

Transfer Credit Re-evaluated: Initials Date

SOC agreement revised: Initials Date

Routing: If approved, forward to ESS for processing. If denied, forward to Registrar’s Office for scanning.

Rev. 10/2012