

Student Affairs—Admissions/Records/Enrollment Services
4501 Amnicola Hwy., Chattanooga, TN 37406-1097
Phone: 423-697-4401 Fax: 423-697-4709
www.chattanoogastate.edu

Change of Major/Program

Name (please print): _____
Last
First
Middle

Date of Birth: ____ / ____ / ____ Student ID (A Number): _____

Deadline: Your Change of Major/Program must be submitted for processing before the end of the first full week of the term for which you are seeking a major/program change.

Complete, sign, and submit this request to the Enrollment Services Center to change your existing program or major. Programs changes may affect requirements and eligibility for educational benefits such as athletic, financial aid (including VA), and international student status. It is the responsibility of the student to notify Vocational Rehabilitation, WIA, and other sponsoring persons or agencies to confirm continued eligibility. Please consult with an academic advisor or Tennessee College of Applied Technology (TCAT) advisor before submitting request. **All requests received after the second week of the term will be effective for the next term.**

New Program (Major)

New program code	Effective term: Fall Spring Summer 20 ____ <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Completion term: Fall Spring Summer 20 ____ <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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Please Read Carefully:

- All changes of program require an advisor's signature and a projected completion term when applicable. Please consult with the Educational Planning and Advising Office to inquire about your new advisor[s] who will be developing your educational plan.
- If changing to a program within the Tennessee College of Applied Technology (TCAT), please visit the Tennessee College of Applied Technology offices for approval; some programs may have selective or waitlisted admission processes. Please understand that it is your responsibility to determine financial aid or benefit eligibility when changing your major. **If you plan to register for credit and TCAT concurrently, you must note both programs above and you must also register for both at the same time.** A hold will be placed on your record and you must confirm each term whether or not concurrent registration will continue.
- If you are not seeking a degree or credential, you will not be eligible for federal or state financial aid.
- If changing from non-degree seeking to a degree or certificate program, new or additional requirements may include placement testing, transcript[s] or other information. A hold will be placed to prevent registration until requirements are met.

Advisor Signature/TTC Approval: _____ Date: _____

Student Signature: _____ Date: _____