

UO ID _____ **Last Name** _____ **First Name** _____

UO Email _____ **Major** _____

Current Degree Level (check one): Masters Doctoral

- Type of Change Requested:**
- 1. Removal of Conditional Status**
 - 2. Change from Doctoral to Masters (within the same program)**
 - 3. Change from Degree + Certificate to Certificate Only**

Current Classification: _____ Proposed Classification: _____ If Master's, which degree? _____
e.g., MA, MS, MBA, etc.

Student Signature _____ Date: _____
(Must be hand-drawn or confirmation of approval sent from UO email address. Required ONLY for options 2 and 3)

Action By School or Department: Approved Denied

Change of Graduate Classification to: _____ Effective Term: _____

Printed Name: _____
Dean/Department Head/Director of Graduate Studies

Signature: _____ Date: _____
(must be hand-drawn or confirmation of approval sent from UO email address)

This form must be filed in the Division of Graduate Studies no later than week 5 of any term in which you want to make a change. Forms submitted after week 5 will automatically be considered for the next academic term unless a written justification is attached (Use a separate sheet).

If you are indicating a term other than the current or a future term, you will need to submit a written justification for backdating your request (Use a separate sheet).

If you are denying this request, please explain why by submitting a written statement (Use a separate sheet).

Division of Graduate Studies Decision: Approved Denied

Change From: _____ To: _____ Effective Term: _____

Note to Registrar: Please remove/update degree code in Banner as appropriate.

Signature: _____ Date: _____
Vice Provost or Designee