

**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**
  - 3. Classification Change from Doctoral/Masters to Certificate**

**Current Classification:** \_\_\_\_\_ **Proposed Classification:** \_\_\_\_\_

**Student Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_  
(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:** \_\_\_\_\_

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