

REQUEST TO CHANGE CATALOG YEAR

This form is for GRADUATE STUDENTS ONLY and must be completed to change your catalog year (requirement term) of graduation.

Prior to requesting a catalog change, students should discuss with their Graduate Program Director how the change would affect completion of degree program requirements.

Students must do the following to complete the form:

1. Complete all sections.
2. Obtain their Graduate Program Director's signature.
3. Provide own signature before submitting this form to the School of Graduate Studies.

The completed form must be submitted to schoolofgradstudies@clayton.edu by no later than the first day of classes of any given term.

Catalog Change Policy

Graduate students must normally satisfy the curricular degree requirements of the catalog in effect at the time they enter Clayton State University. In some circumstances, revisions may be required to provide more effective curriculum. Students who choose to satisfy requirements of a **later catalog** must receive approval from their Graduate Program Director and the School of Graduate Studies. Degrees will be awarded only to students who have satisfied **all** the academic and administrative requirements of the university and the college awarding the degree. Requests to move to a previous catalog will not be approved.

Information

Student's Name: Laker ID:

Program:

Current Catalog Year: New Catalog Year:

Reason for Catalog Year Change:

Signatures

Student's Signature

Date

Graduate Program Director's Signature

Date

Dean, School of Graduate Studies' Signature

Date