



WILLIAM & MARY  
Graduate Arts & Sciences

## Change of Status Form

Use this form to make any changes to your status as a graduate student in A&S (e.g., from full-time to part-time status; from a doctoral program to a terminal master's program). This form is only to be used for status changes made within the same graduate program, not for instances in which the student will transfer from one A&S graduate program to another.

### Instructions

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Signature required before returning the form:

- Student;
- Director of Graduate Studies in the student's graduate program.

Deadline: ongoing, but by the last day of classes for the semester.

Return form to the Office of Graduate Studies and Research.



## Change of Status

Student's Name: \_\_\_\_\_ Banner ID #: \_\_\_\_\_

Student's Dept/Program: \_\_\_\_\_

Type of Status Change (please check one):

- From non-degree seeking to regular graduate     From part-time to full-time  
 From full-time to part-time     M.A. to M.S.     M.S. to M.A.     M.S./Ph.D. to M.S.  
 M.A./Ph.D. to M.A.     Ph.D. to M.S.     Ph.D. to M.A.     M.S. to M.S./Ph.D.     M.A. to M.A./Ph.D.  
 Other (describe): \_\_\_\_\_

Reason(s) for Change of Status (if applicable):

- Financial resources not adequate     Conflict with employment     Uncertainty of objectives  
 Dissatisfaction with academic progress     Family or other personal concerns  
 Other (please describe): \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

The Department/Program has indicated below whether or not courses should be counted toward the degree of (choose one):

- M.A.     M.S.     M.P.P.     Ph.D.

Course CRN#	Dept. or Program	No. & Section	Semester   Year Taken	Grade	Credits	Credit Toward Degree? YES   No

\_\_\_\_\_  
Director of Graduate Studies: Print Name | Signature

\_\_\_\_\_  
Date

Investment in student: \$ \_\_\_\_\_ Effective Date for Change of Status: \_\_\_\_\_

\_\_\_\_\_  
Dean of Graduate Studies and Research Signature

\_\_\_\_\_  
Date

Distribution:     Department/Program     Student     Reves Center (if applicable)