

# CHANGE OF GRADUATE PROGRAM REQUEST

Use this form to change to a new graduate program at the same degree level. The request requires review and acceptance by the new department, which may request a copy of the original admission application from the Graduate School.

\_\_\_\_\_  
Last/Family Name

\_\_\_\_\_  
First/Given Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Last 4 digits of VT ID:

Citizenship

U.S. Citizen    Permanent Resident    Non-U.S. Citizen\*

\*If non-U.S. citizen, please list your visa status: \_\_\_\_\_

\_\_\_\_\_  
E-mail Address:

@vt.edu account, preferred

\_\_\_\_\_  
Current Program

Campus

Blacksburg    Hampton Roads    National Capital Region    Richmond  
Roanoke    Southwest Virginia    Virtual

Degree Level

Doctoral  
Education Specialist  
Master's

I request to have my graduate program changed to:

\_\_\_\_\_  
New Program:

\_\_\_\_\_  
College:

Term Change Effective

Fall    Spring    Summer    Year \_\_\_\_\_

\_\_\_\_\_  
STUDENT Signature

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
DEPARTMENT HEAD FOR NEW GRADUATE PROGRAM Signature  
or authorized GRADUATE PROGRAM DIRECTOR

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
e-mail (@vt.edu, preferred)

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
DEPARTMENT HEAD FOR CURRENT GRADUATE PROGRAM Signature  
or authorized GRADUATE PROGRAM DIRECTOR

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
e-mail (@vt.edu, preferred)

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
DEPARTMENT CONTACT FOR CURRENT GRADUATE PROGRAM Signature

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
DEPARTMENT CONTACT FOR NEW GRADUATE PROGRAM (GRADUATE STAFF COORDINATOR) Signature

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
INTERNATIONAL ADVISOR (for F-1 and J-1 students) Signature

\_\_\_\_\_  
Date (MM/DD/YY)

\_\_\_\_\_  
GRADUATE SCHOOL Signature

\_\_\_\_\_  
Date (MM/DD/YY)

Submit your completed form:

<https://gs.vt.edu/forms>

120 Graduate Life Center, Blacksburg  
VT ICAB1, 3625 Potomac Ave, Alexandria  
For assistance, call 540-231-8636 or  
e-mail [grads@vt.edu](mailto:grads@vt.edu)