

**Mills College – M Center – Academic Records
Change of Graduate Program/Concentration/Status**

1. This form shall be used by *graduate students* requesting to change a major area or concentration within their graduate program or school. Programs not listed on this form require that an application for admission be submitted to the Office of Graduate Admission.
2. Complete Section II for program changes. Complete Section III for enrollment status changes. You do not need to complete both sections.
3. Submit this form, with required signatures, to the M Center. The deadline to change your program is the same as the add deadline. Changes made to your program after the add deadline will be effective the following semester.
4. **The number of semesters of financial aid eligibility is established by the initial graduation date defined by the M Center upon your entrance to Mills. An extension of graduation date will not necessarily result in an extension of financial aid eligibility. Any change to program status or concentration may impact financial aid eligibility. Contact the Financial Aid office for more information.**

SECTION I

Name: _____
Last
First
M.I.

Mills ID: _____ Term/Year Effective: _____

Phone Number: _____ Email Address: _____

If applicable, please change my graduation term and year to: Fall Spring Summer 20_____
Year

SECTION II : Use this section for PROGRAM changes. For STATUS changes, see section III.

Program Changes

Current Degree (check all that apply): CCS EDD MA MBA MFA MPP
 JT. MBA/MA JT. MPP/MBA Certificate Credential

Current Major with Concentration/Emphasis: _____

Mark your NEW program/concentration/emphasis below:

<p>Computer Science</p> <p><input type="checkbox"/> Certificate in Computer Science 4770</p> <p><input type="checkbox"/> Master of Arts in Interdisciplinary Computer Science 6720</p> <p>Dance</p> <p><input type="checkbox"/> Master of Arts in Dance 2710</p> <p><input type="checkbox"/> Master of Fine Arts in Dance 2840</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Choreography 2032</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Choreography & Performance 2048</p> <p>English</p> <p><input type="checkbox"/> Master of Arts in English & American Lit 3710</p> <p><input type="checkbox"/> Master of Fine Arts in Creative Writing 3810</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Poetry 3017</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Creative Non-Fiction 3016</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Fiction 3015</p> <p><input type="checkbox"/> Master of Fine Arts in Book Art & CreatWrit 3019</p> <p>Music</p> <p><input type="checkbox"/> Master of Arts in Music Composition 2730</p> <p><input type="checkbox"/> Master of Fine Arts in Elec Mus & Rec Media 2830</p> <p><input type="checkbox"/> Master of Fine Arts in Music Perform & Lit 2820</p>	<p>Education Credential Programs</p> <p><input type="checkbox"/> Multiple Subject Credential</p> <p style="padding-left: 20px;"><input type="checkbox"/> Early Childhood Educ Concentration (MSP) 4622</p> <p style="padding-left: 20px;"><input type="checkbox"/> Elementary Educ Concentration (MSK) 4625</p> <p><input type="checkbox"/> Single Subject Credential</p> <p style="padding-left: 20px;"><input type="checkbox"/> Art (SSA) 4628</p> <p style="padding-left: 20px;"><input type="checkbox"/> English (SES) 4636</p> <p style="padding-left: 20px;"><input type="checkbox"/> Foreign Language (SFL) 4639</p> <p style="padding-left: 20px;"><input type="checkbox"/> Math (SMS) 4634</p> <p style="padding-left: 20px;"><input type="checkbox"/> Science (SSS) 4635</p> <p style="padding-left: 20px;"><input type="checkbox"/> Social Studies (SST) 4629</p> <p><input type="checkbox"/> Early Childhood Special Educ Credential (ECSES) 4623</p> <p>Education</p> <p><input type="checkbox"/> Master of Arts in Education 4615</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Teaching (MEET) 4701</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Early Childhood Education 4637</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Early Childhood Education and Child Life in Hospitals 4638</p> <p>Educational Leadership</p> <p><input type="checkbox"/> Doctorate in Educational Leadership (EDD) 4631</p> <p style="padding-left: 20px;"><input type="checkbox"/> Emphasis in Early Childhood 4637</p> <p><input type="checkbox"/> Master of Arts in Educational Leadership 4631</p> <p><input type="checkbox"/> Administrative Services Credential Program 4632</p>
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SECTION III: Use this section for STATUS changes. For PROGRAM changes, see section II.

Enrollment Status Changes

Current Degree (check all that apply): CCS MA MBA MFA MPP JT. MBA/MA JT. MPP/MBA

Current Track: _____

Note: Students are limited to one status track change, and must submit this change within the first year of their program.

Mark your NEW enrollment status below:

Computer Science

- Certificate in Computer Science 4770
- Full-time Track CCS
- Part-time Track 3YRCCS
- MA in Interdisciplinary Computer Science** 6720
- Full-time Track 2YRMA
- Part-time Track 3YRMA

Education

- MA in Education (Early Childhood Educ) 4637
- Full-time Track 2YRMA
- Part-time Track 3YRMA

English

- Master of Arts in English & American Lit 3710
 - 2 Year Track 2YRMA
 - 3 Year Track 3YRMA
- Master of Fine Arts in Creative Writing 3810
 - 2 Year Track 2YRMFA
 - 3 Year Track 3YRMFA

MBA

- Full-time Track FTMBBA
- Part-time Track PTMBBA

MBA/Educational Leadership Joint Program

- Full-time Track FTMBAMA
- Part-time Track PTMBAMA

MPP/MBA Joint Program

- Full-time Track FTMPPMBA
- Part-time Track PTMPPMBA

MPP

- Full-time Track FTMPP
- Part-time Track PTMPP

SECTION IV

Please obtain the signatures listed below.

Student Signature: _____ Date: _____

Advisor Signature: _____ Printed Name: _____

The above-named student meets or surpasses *the current admission criteria* for the requested change, and any supplemental admissions documents (e.g. writing sample, portfolio, etc.) necessary for this change have been reviewed.

Dean/Dept Chair Signature: _____ Printed Name: _____

M Center Use Only: Processed by: _____ Date: _____

Notes: _____