REQUEST FOR CHANGE IN
PROGRAM OF STUDY
(PROGRAM CODE)

INSTRUCTIONS:
1. Talk with an MCC counselor to determine your program of study.
2. Complete the Request for Change form.
3. Turn in the completed form to the Counseling & Advising Center in Room 1050.
4. You will be notified via your MCC e-mail account if additional information is needed prior to processing.

NAME: ________________________________
   Last                        First                        Middle Initial

MCC ID NUMBER: ___________________________ PHONE NUMBER: ___________________________

MCC EMAIL: ________________________________________________________________@muskegoncc.edu

PLEASE ADD THE FOLLOWING PROGRAM: CATALOG YEAR: _______________ PAGE NUMBER: ______

__ Associate in Science and Arts                     EFFECTIVE SEMESTER: ________________

__ Associate in Science and Arts in __________________________

__ Associate in Applied Science in __________________________

__ Certificate in _________________________________________

__ Other _______________________________________________________________________

PLEASE MAKE INACTIVE THE FOLLOWING PROGRAM(S):

__ __________________________________________________________________________

REASON FOR REQUEST:

__ Adding a program
__ Changed mind
__ Incorrect program

Student signature ___________________________ Date ___________________________

FOR COUNSELING & ADVISING OFFICE USE ONLY:

MCC COUNSELOR: Has student received notification from Financial Aid regarding program code issues? __Yes ___No

CURRENT ACTIVE PROGRAM CODES IN COLLEAGUE (SACP): Check one of the following:

<table>
<thead>
<tr>
<th>END CODE DATE</th>
<th>KEEP CODE</th>
<th>NEW CODE DATE</th>
<th>STAFF INITIAL WHEN PROCESSED</th>
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MCC COUNSELOR SIGNATURE: ___________________________ SCANNED/EMAIL TO STUDENT BY: ______________

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