Northeastern University
Office of the University Registrar

Program of Study Petition

120 Hayden Hall • 360 Huntington Avenue, Boston, MA 02115 • Tel: 617.373.2300 • Fax: 617.373.5351 • registrar@neu.edu • www.northeastern.edu/registrar

Instructions: Complete Parts 1 and 2. Obtain the necessary signatures in Part 3. Return the completed form to the Advising Office. Advising Office should forward approved requests to Registrar's Office, 120 HA, for processing.

Note on Combined Majors: Use this form for currently defined combined-major programs. For new student-requested combined-major programs, please use the Combined Major Approval Form (www.neu.edu/registrar/form-maj-comb.pdf). For further details, including a list of currently defined combined majors, please visit www.neu.edu/registrar/major-2.html.

PART 1—STUDENT INFORMATION

Name (Last) _____ (First) _____ NUID _____

Year of graduation _____ Program _____ Current college _____

Local Address _____

City _____ State _____ Zip _____ Phone _____

Student's signature _____ E-mail _____

PART 2—PURPOSE OF PETITION

☐ Change degree to _____ as of term _____ , year 20_____

☐ Change program to _____ as of term _____ , year 20_____
Use above line also for currently defined combined-major programs—see "Note on Combined Majors" above.

☐ Transfer to another college at NU, in program _____ as of term _____ , year 20_____

☐ Pursue a second major in _____

☐ Pursue a minor in _____

☐ Pursue a concentration in _____ (only if offered in conjunction with your major)

New graduation year (if applicable) _____ New pattern of attendance (if applicable) _____

PART 3—SIGNATURES

Date of approval _____

New primary advisor—signature	Print name	NUID (needed for FACT)
New secondary (faculty) advisor—signature	Print name	NUID (needed for FACT)

ADVISING OFFICE USE ONLY

Advising office representative must fill in information below for request to be processed.

Effective term: ☐ Fall ☐ Spring ☐ Summer 1 ☐ Summer 2 Year 20_____

Program Code (see www.neu.edu/registrar/ref-udc-prg-maj-cnc.xls) ☐☐☐☐☐☐☐☐☐☐☐☐

Pattern-of-Attendance Code (see www.neu.edu/registrar/ref-udc-poa-ugd.pdf) ☐☐ Year in Pattern (circle one): 1 2 3 4 5 6

Concentration Code (see www.neu.edu/registrar/ref-udc-prg-maj-cnc.xls) ☐☐☐☐

Second Major Code (see www.neu.edu/registrar/ref-udc-prg-maj-cnc.xls) ☐☐☐☐

Minor Code (see www.neu.edu/registrar/ref-udc-min.pdf) ☐☐☐☐

REGISTRAR'S OFFICE ONLY

Received by _____ Date _____

Processed by _____ Date _____