

READING AREA COMMUNITY COLLEGE
CHANGE OF MAJOR AND/OR STATUS FORM

(Please Use Blue or Black Ink Pen ONLY)

_____/_____/_____
SS#

RACC ID#

Date

Last Name

First Name

Middle Name

☐ I am currently registered for: ☐ Summer 20____ ☐ Fall 20____ ☐ Spring 20____

☐ My current major is: _____

☐ My current status is: ☐ Degree ☐ Non-degree ☐ Transient/guest

SELECT ONE OPTION ONLY

OPTION 1

☐ I want to change my major to: _____
(Indicate new major)

OPTION 2

☐ I want to change my major to: _____ and change my status to: _____
(Indicate new major)

- ☐ **DEGREE SEEKING** - I understand that as a **degree student I attained a high school diploma or GED and must do one of the following:**
- ***Take the college placement test***
 - ***Submit official copies of college transcripts to Enrollment Services and have the placement test "waived" by the Coordinator of Assessment before registering for any future courses.***

- ☐ **NON-DEGREE SEEKING** - I understand that as a **non-degree student I am not eligible for financial aid and I must submit the Non-Degree Registration form before registering for any future courses.**

- ☐ **TRANSIENT/GUEST** -I understand that as a **transient/guest student I am not eligible for financial aid and I must submit the Permission to Transfer form before registering for any future courses.**

OPTION 3

☐ I want to change my status to:

- ☐ **DEGREE SEEKING** - I understand that as a **degree student I attained a high school diploma or GED and must do one of the following:**
- ***Take the college placement test***
 - ***Submit official copies of college transcripts to Enrollment Services and have the placement test "waived" by the Coordinator of Assessment before registering for any future courses.***

- ☐ **NON-DEGREE SEEKING** - I understand that as a **non-degree student I am not eligible for financial aid and I must submit the Non-Degree Registration form before registering for any future courses.**

- ☐ **TRANSIENT/GUEST** -I understand that as a **transient/guest student I am not eligible for financial aid and I must submit the Permission to Transfer form before registering for any future courses.**

I have discussed with my academic advisor this proposed change of major and am thoroughly familiar with the academic requirements involved. I hereby request that the change indicated be effected.

Student signature: _____ Advisor/Counselor Signature: _____

TO BE COMPLETED BY RECORDS STAFF - STUDENT NEEDS TO:

- ☐ Schedule and take the college placement test and/or have placement test "waived" by coordinator of assessment – refer to B-111
- ☐ Complete the Non-degree Registration form (non-degree status only) – refer to www.racc.edu
- ☐ Complete the Permission to Transfer form (transient status only) – refer to www.racc.edu
- ☐ No referral needed

Staff signature: _____ Date: _____