



Program Change Form

1. Student Information

Name (Last, First MI)

Longwood ID (L#)

Date

Current Major

Current Minor

2. Program Change Information

CHANGE or ADD

Major

Concentration (if applicable)

Minor (if applicable)

Teacher Certification Plan (if applicable)

- Elementary Middle
 Secondary N, K-12
 Elementary & Middle

REMOVE

Major

Concentration (if applicable)

Minor (if applicable)

3. Acknowledgements

- I understand that exceeding 125% of the credit hours needed for a specific degree program may subject me to an additional tuition surcharge.
 I will complete the requirements for the above changes and authorize the Registrar's Office to update my academic record. I will notify the Registrar Office of any future changes.

4. Student Approval

Student Signature (Electronic Signatures Not Accepted)

Athletics Signature (if applicable)

5. Chair Approval: (New department chair's signature is required before submitting)

New Advisor

Department Chair Signature

6. Submission

Longwood University
Office of the Registrar
201 High St.
Farmville, VA 23909

Phone: 434-395-2580
Fax: 434-395-2252
registrar@longwood.edu

Registrar's Office Use Only

Processed by

Date

Check Trans/Reg/Exceptions

Credits Not Applied (notify)