

Student Affairs—Admissions/Records/Enrollment Services  
4501 Amnicola Hwy., Chattanooga, TN 37406-1097  
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www.chattanoogaestate.edu

# Change of Major/Program

Name (please print): \_\_\_\_\_  
Last
First
Middle

Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Student ID (A Number): \_\_\_\_\_

Complete, sign, and submit this request to your academic advisor to change your existing program or major. Program changes may affect requirements and eligibility for educational benefits such as athletic, financial aid (including VA), and international student status. It is the responsibility of the student to notify Vocational Rehabilitation, WIA, and other sponsoring persons or agencies to confirm continued eligibility. Please consult with your academic advisor or Tennessee College of Applied Technology (TCAT) advisor to complete this form.

**New Program (Major)**

<b>New program code</b>	<b>Effective term:</b> Fall    Spring    Summer    20 ____ <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<b>Completion term:</b> Fall    Spring    Summer    20 ____ <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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**Please Read Carefully:**

- All changes of program require an academic advisor’s signature and a projected completion term when applicable. Please consult with your academic advisor to develop your educational plan.
- If changing to a program within the Tennessee College of Applied Technology (TCAT), please visit the Tennessee College of Applied Technology offices for approval; some programs may have selective or waitlisted admission processes. Please understand that it is your responsibility to determine financial aid or benefit eligibility when changing your major. **If you plan to register for credit and TCAT concurrently, you must note both programs above and you must also register for both at the same time.** A hold will be placed on your record and you must confirm each term whether or not concurrent registration will continue.
- If you are not seeking a degree or credential, you will not be eligible for federal or state financial aid.
- If changing from non-degree seeking to a degree or certificate program, new or additional requirements may include placement testing, transcript(s) or other information. A hold will be placed to prevent registration until requirements are met.

**Academic Advisor Signature/TCAT Approval:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_