

3.9 Change in Degree Level or Program

Graduate students in good academic standing may change their degree level or degree program after the completion of one semester.

A. Requirements for Changing Degree Level/Program

1. Graduate students are not required to re-apply to change their degree level or program.
2. Students must consult with their advisors and current Director of Graduate Programs (DGP).
3. The student must sign a Request for Change of Degree Status or Curriculum form and submit it to the DGP of the program in which the student is currently enrolled.
4. No change in level/program will be effective without the approval of:
 - a. the DGP of the program in which the student is currently enrolled;
 - b. the DGP of the new program into which the student is requesting transfer; and
 - c. the Graduate School. Upon approval of the request, the Graduate School will notify both departments, where applicable, and transfer the student's records to the appropriate department.

B. Final Semester Transfers

If students request a change in degree level/program in their final semester, the deadline for submission is six weeks after the first day of classes in that semester.

C. Process for International Students

International students who have had a degree level/program approved must obtain a new I-20 from the Office of International Services (<https://internationalservices.ncsu.edu/>). The U.S. Citizenship and Immigration Services (<https://www.uscis.gov/>) requires a new visa when an academic program changes.