



Kingston University

12100 Imperial Hwy #101, Norwalk CA 90650
 Tel: (562) 868-6488 Fax: (562) 868-6378

Program Change Request

Instruction to Student:

Before you fill out this Request and submit it to the Registrar, please proceed the following steps:

1. Consult the program dean/director of both your current program and the program you wish to change to
2. Review the admission requirements for the program you wish to change to and verify with the program dean/director that you meet the admission requirements
3. Confirm that you understand the graduation/completion requirements of the program you wish to change to
4. Contact the Admission office if you have further questions

Please note your program change will not become effective until an official notice is issued to you.

Student Name: _____ Student ID #: _____

Current Address: _____
Street City State & Zip Code

_____ Contact Phone Number with Area Code _____ Email address

Current Program: _____ **Quarter/ Semester** _____ **Year:** _____

I request to change program to _____

For the reason of interest/career decision

Student's Signature _____ Date: _____

----- *For Office Use* -----

Received by: _____ on _____
Registrar Date

	Comment	Signature	Date
Current Program Dean/Director			
Accepting Program Dean/Director			
SEVIS (F-1 student)			