# PROGRAM CHANGE/RE-EVALUATION REQUEST FORM

Students wishing to change degree programs or concentrations, or who wish to be re-evaluated to a revised curriculum must first complete and return this form to the College. **Official transcripts must be on file for any transferred courses before this request can be processed**. Once received, Waldorf College will review your file and provide you a new applicant evaluation report detailing which of the new program courses will be required of you. Additionally, this report will indicate if any of the courses you have previously taken through Waldorf College will apply.

Note: New policies and tuition rates may apply if your original enrollment pre-dates college policy changes. This type information will be included in the new applicant evaluation report. Please allow 10-15 business days for processing.

| STUDENT INFORMATION | | | |
|---|---|---|---|
| Legal Name | Last: | First: | Middle: |
| Address Line 1 | | | |
| Address Line 2 | | | |
| | City: | State: | Zip: |
| Student ID# | | E-Mail | |
| Home Phone | (  )  - | Work Telephone | (  )  -  Ext. |
| **Check here if you are a student using VA benefits:** ☐ | | | |

| PROGRAM OR CONCENTRATION INFORMATION | |
|---|---|
| Program in which you are currently enrolled | |
| Program you wish to change to | |

| PAYMENT INFORMATION |
|---|
| ☐ Change Degree Program -- $35.00 ☐ In-Program Re-Evaluation -- $35.00 (update to newest curriculum available for same degree) |
| ☐ Transient Student to Degree-Seeking Student -- $0 (no fee) ☐ Concentration Change --$25.00 |

| | | | |
|---|---|---|---|
| Method of Payment: | ☐ VISA/MC ☐ AMEX ☐ DISCOVER ☐ Check Enclosed (or being sent, if form is faxed) ☐ Money Order | | |
| Card Number: | | Expiration Date: | |
| Name on Card: | | | |

| | | | |
|---|---|---|---|
| Student Signature: | | Date: | |
| Status: | ☐ Approved ☐ Not-Approved | | |
| Reason for Non-Approval: | | | |
| Registrar: | | Date: | |

**Waldorf College**
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