The Change of Status/Readmission application must be filed by all students who have been admitted to and registered in the Graduate School and are seeking readmission or a change of major, degree objective, track or campus of enrollment. Fill out the attached form and submit it to the University of Minnesota, Graduate School Admissions Office, Change of Status, 309 Johnston Hall, 101 Pleasant St. SE, Minneapolis, MN 55455-0421. Questions should be directed to the Change of Status secretary at (612) 625-8060.

APPLICATION FEE
A $40 application fee must accompany each Change of Status application. It may be submitted in the form of a personal check or money order made payable to the University of Minnesota. If you wish to pay the application fee using a credit card, please complete the Credit Card Payment form and submit it with the Change of Status application. The application fee cannot be waived or deferred and is not refundable.

DEADLINES
The completed Change of Status application and $40 fee should be received in the Admissions Office by the deadline dates listed below. Although we will accept applications after these dates, students cannot register after the second week of classes and late fees are assessed beginning the first day of class.

<table>
<thead>
<tr>
<th>Term</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall semester</td>
<td>June 15</td>
</tr>
<tr>
<td>Spring semester</td>
<td>October 15</td>
</tr>
<tr>
<td>Summer session</td>
<td>March 15</td>
</tr>
</tbody>
</table>

PROCEDURES
In all cases, contact the major program to which you are applying for information about program content, deadlines, and whether additional materials such as GRE scores or letters of recommendation are needed. Official transcripts of any college-level work completed since you last registered in the Graduate School should be sent to the Admissions Office at the above address. All other previous transcripts, including your Graduate School transcript, are already on file.

READMISSION
For students who have not registered in the Graduate School during the last twelve month period and who wish to re-enroll (e.g., if you were last registered in fall semester 1999 and wish to register spring 2001 or later). **Effective fall quarter 1996, graduate students are required to register at least once per year to maintain active status in the Graduate School.** More detailed information and specific examples are located at www.grad.umn.edu/gsss/registration.html.

CHANGE OF MAJOR
For students applying to register in a major program other than the one in which they were last registered. Remember to select the major code which reflects both that major and the appropriate degree objective.

CHANGE OF DEGREE OBJECTIVE
For students applying to register for a degree objective other than the one in which they were last registered (also applies if degree has been completed). An example would be changing from a Master's degree to a Ph.D. Remember to select the major code which reflects both that degree objective and the appropriate major.

CHANGE OF TRACK
For students applying to register in a major track other than the one in which they were last registered. Remember to select the major code that reflects both the major and the track, as well as the appropriate degree objective. The major code for all Nursing tracks is the same.

ADDITIONAL MAJOR
For students who wish to register in two majors concurrently.

ADDITIONAL TRACK
For students who wish to register in two major tracks concurrently. Remember to select the major code that reflects both the major and track, as well as the appropriate degree objective. The major code for all Nursing tracks is the same.

CAMPUS CHANGE
For students changing from the Duluth to the Twin Cities campus or vice versa.

EXPRESS READMIT
If you have not registered in the Graduate School for five years or less and you will be returning to the same major program to pursue the same degree, you may be able to return via the express readmit process. Please refer to the "Express Readmit" section on the back of the last page of this application. **Note that you must obtain the signature of the Director of Graduate Studies as well as submit the entire Change of Status/Readmission form to our office.**

All information requested on this form except birth date and Social Security number is required. Required items will be used for identification or admissions purposes. Providing a birth date and Social Security number is voluntary. The Graduate School uses this information for positive identification to insure that your records are not confused with those of other students. In the Graduate School’s computerized system, the Social Security number is the primary means of identification. There are no consequences for not providing this information.
# University of Minnesota
## Change of Status/Readmission Application

**Instructions:** This form is for all students who have registered in the Graduate School and are seeking readmission or a change of major, degree objective, track or campus of enrollment. See attached procedures. Please send this form along with the $40 application fee to: Graduate School, Change of Status, 309 Johnston Hall, 101 Pleasant Street S.E., Minneapolis, MN 55455-0421. If you are applying for readmission via the Express Readmit process this form must be submitted in its entirety to the Graduate School.

<table>
<thead>
<tr>
<th>Name</th>
<th>(last/family name-surname)</th>
<th>(first)</th>
<th>(middle)</th>
<th>U.S. Social Security Number</th>
</tr>
</thead>
<tbody>
<tr>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Good until what date?</td>
<td>/</td>
<td>/</td>
<td>)</td>
<td></td>
</tr>
<tr>
<td>Daytime phone number:</td>
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<tr>
<td>E-mail</td>
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<tr>
<td>Street Address:</td>
<td>Permanent address (street address):</td>
<td></td>
<td>(if different from present address)</td>
<td></td>
</tr>
<tr>
<td>city:</td>
<td>state:</td>
<td>city:</td>
<td>state:</td>
<td></td>
</tr>
<tr>
<td>zip code:</td>
<td>country:</td>
<td>zip code:</td>
<td>country:</td>
<td></td>
</tr>
<tr>
<td>Birth date: (month) (day) (year)</td>
<td>Country of Birth:</td>
<td>Country of Citizenship:</td>
<td>If non-U.S. citizen, please indicate visa type:</td>
<td></td>
</tr>
</tbody>
</table>

- [ ] Yes  [ ] No Are you a member of the University academic staff (does not include Teaching or Research Assistants)? If yes, please give title of position:

### Current (or previous) status in the Graduate School

**Current/previous major field and degree objective Code (see attached list)**

- [ ] Yes  [ ] No Are you planning to complete the major/degree you are currently/previously pursuing?
  - Degree already completed on ________________

- [ ] Yes  [ ] No If your current/present degree objective is the PhD, have you passed your preliminary orals?
  - If yes, when did you pass?

- [ ] Yes  [ ] No Do you have an approved degree program on file?
  - If yes, what is the term of the first coursework that appears on the degree program?

- [ ] Yes  [ ] No Are you sending in any test scores (GRE, GMAT) in support of your Change of Status application?

- [ ] Yes  [ ] No If you are not currently registered in the Graduate School, have you completed any college-level work since your last registration in the Graduate School? Official transcripts of this work are required. Please send to the above address.

<table>
<thead>
<tr>
<th>Institution</th>
<th>Dates Attended</th>
<th>No. of Credits Completed</th>
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<tbody>
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</tbody>
</table>

### Proposed Change (check boxes that apply)

- [ ] Readmission Term you would like to register
- [ ] Change of major Proposed major field and degree objective __________________________
  - Code (see list) __________________________
  - Effective term of change __________________________

- [ ] Change of degree objective Proposed major and degree objective __________________________
  - Code (see list) __________________________
  - Effective term of change __________________________

- [ ] Change of major track Proposed major track and degree objective __________________________
  - Code (see list) __________________________
  - Effective term of change __________________________

- [ ] Additional Major Proposed second major and degree objective __________________________
  - Code (see list) __________________________
  - Effective term of change __________________________

- [ ] Additional Major Track Proposed second major track and degree objective __________________________
  - Code (see list) __________________________
  - Effective term of change __________________________

- [ ] Campus Change  [ ] From Duluth to the Twin Cities Campus
  - [ ] From Twin Cities to Duluth Campus

- [ ] Express Readmit (see back of next page)

### Office Use Only

<table>
<thead>
<tr>
<th>Career Number</th>
<th>Minor Code</th>
<th>Date:</th>
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</table>

GS72 10/00
### Activities/Goals
If you have not enrolled in the Graduate School for 5 years, indicate below your activities since your last registration.

State below your goals and objectives in relation to the proposed change.

### Employment History/Residency (complete only if you are requesting readmission)

<table>
<thead>
<tr>
<th>POSITION TITLE</th>
<th>PLACE OF EMPLOYMENT</th>
<th>ADDRESS (CITY/STATE)</th>
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<td>(List most recent first)</td>
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<tr>
<td>(1)</td>
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<td></td>
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<tr>
<td>(2)</td>
<td></td>
<td></td>
<td></td>
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</table>

State of Legal Residence

Do you presently live in Minnesota? 

- No [ ]
- Yes [x]

Time lived in Minnesota

- Years: [ ]
- Months: [ ]

When did you last move to Minnesota?

Why did you move to Minnesota?

### Signature

NOTE: This form must be signed.

I certify that the information on this form is complete and accurate. I understand that misrepresentation of application information is sufficient grounds for denial of admission and for cancelling admission or registration and that submission of fraudulent credentials may also be a criminal offense.

Applicant’s Signature

Date
EXPRESS READMIT

If you have not registered in the Graduate School for five years or less and you will be returning to the same field for the same degree, you may be able to return via the Express Readmit process, if the following conditions apply:

1a. Your Director of Graduate Studies indicates that you need to register for only one additional term in order to complete your degree.

   OR

1b. Your Director of Graduate Studies indicates s/he does not need to review your Graduate School file before recommending your readmission.

2. You have the original signature (below) of the Director of Graduate Studies in your major plan verifying 1a or 1b. Signature stamps or the signature of a DGS assistant are not sufficient for this purpose. Note that you must submit the entire Change of Status/Readmission application to our office, as well as obtain the signature of the Director of Graduate Studies.

I recommend that ____________________________ be immediately readmitted to the Graduate School for the following reason:

_____ The student needs to register for only one additional term to complete his/her degree.

_____ It is not necessary for me to review the student’s Graduate School file before making a recommendation for readmission.

__________________________ ________________________________ _______________________
Daytime phone E-mail address ID Number

Note to student:

Please provide us with your ID number, phone number or e-mail address in case we need to contact you.
MAJORS AND DEGREES OFFERED and MAJOR CODES

Some majors permit students to register in a non-degree professional development coursework status. If your proposed major permits this and you want to apply for that status, write PDC as a degree objective; omit the major code.

MAJOR  CODE  MAJOR  DEGREE
00380108  Aerospace Engineering  M.Aero E
00390108  Aerospace Engineering  M S Aeronautics
00390208  Aerospace Engineering  Ph D
02131008  Agric & Applied Econ  MS
02131008  Agric & Applied Econ  Ph D
00350108  American Studies  MA
00350208  American Studies  Ph D
00380108  Anthropology  MA
00380208  Anthropology  Ph D
01310108  Applied Plant Sci  MS
01310208  Applied Plant Sci  Ph D
01310308  Applied Plant Sci  M.S.
00380308  Architecture  MArch
00390808  Art  MFA
01400108  Art History  MA
01400408  Art History  Ph D
01315108  Astrophysics  MS
01316008  Astrophysics  Ph D
01316108  Atmospheric Science  M.S.
01340208  Biochemistry  Ph.D.
01360208  Biochemistry  Ph.D.
01380108  Biological Science  MS
01380208  Biological Science  Ph.D.
01380308  Biomedical Engineering  MS
01380408  Biomedical Engineering  Ph.D.
01380508  Biomedical Engineering  M.S.
01410108  Biopsychology  MS
01410208  Biopsychology  Ph.D.
01380108  Biostatistics  MS
01380208  Biostatistics  Ph.D.
01420708  BQ Systems & Agri Eng  MS BioAg
01423708  BQ Systems & Agri Eng  Ph.D.
01420108  BQ Systems & Agri Eng  Ph.D.
01380408  Business Administration  MS
01380508  Business Administration  Ph.D.
01380608  Business Administration  M.B.A.
01760108  Chinese  MA
01760208  Chinese  Ph.D.
01800108  Chemistry  MA
01800208  Chemistry  Ph.D.
01800308  Chemistry  M.S.
01800408  Chemistry  Ph.D.
01800508  Chemistry  M.S.
01800608  Chemistry  Ph.D.
01800708  Chemistry  Ph.D.
01720008  Child Psychology  MA
01720108  Child Psychology  Ph.D.
01730008  Chinese  MA
01730108  Chinese  Ph.D.
01800708  Civil Engineering  Ph.D.
01800808  Civil Engineering  M.S.
01800908  Civil Engineering  Ph.D.
01880408  Classics  MA
01880508  Classics  Ph.D.
01730108  Clinical Laboratory Sci  MA
01730208  Clinical Laboratory Sci  Ph.D.
01850108  Clinical Research  MA
01850208  Clinical Research  Ph.D.
01800308  Communication Disorders  MA
01800408  Communication Disorders  Ph.D.
02130108  Computer Studies in Disc & Soc  MA
02130208  Computer Studies in Disc & Soc  Ph.D.
01820108  Comparative Literature  MA
01820208  Comparative Literature  Ph.D.
01940108  Computer & Info Sci  M.C.S.
01940208  Computer & Info Sci  Ph.D.
01940308  Computer & Info Sci  M.S.
01940408  Computer & Info Sci  Ph.D.
01940508  Computer & Info Sci  M.S.
01940608  Computer & Info Sci  Ph.D.
01940708  Computer Engineering  M.C.S.
01940808  Computer Engineering  M.S.
01940908  Computer Engineering  Ph.D.
01941008  Computer Engineering - Rochester  M.C.S.
01941108  Computer Engineering - Rochester  M.S.
01941208  Conservation Biology  MA
01941308  Conservation Biology  Ph.D.
01941408  Conservation Biology  M.S.
01941508  Conservation Biology  Ph.D.
<table>
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<tr>
<th>MAJOR CODE</th>
<th>MAJOR</th>
<th>DEGREE</th>
<th>MAJOR CODE</th>
<th>MAJOR</th>
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</tbody>
</table>
Credit Card Payment

The application fee for readmission and/or change of status is $40.00.

Name of Applicant: ________________________________________________
(Last/Family Name) (First name) (Middle initial)

Student ID # ________________________________

SSN (optional): ________________________________ Date of Birth (optional): ________________

A separate application and fee must be submitted for each request for readmission and/or change of status. Payment is for application(s) for the following request(s) for readmission and/or change of status:

Credit Card: ☐ Visa ☐ Mastercard ☐ Discover

Card Number (print clearly) ____________________________________________

Expiration Date (required) ____________________________________________

Print Name of Card Holder ____________________________________________

Signature of Card Holder ____________________________________________

Phone Number ______________________________________________________