



Office of Community Life  
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 EMAIL  
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## DEGREE CHANGE REQUEST

**Instructions:**

1. Complete this form and return it to the Office of Community Life. The office will contact you to schedule a meeting with the Associate Dean of Community Life. The request will not be processed until this meeting has occurred.
2. The form will be reviewed, and a degree change may be granted or denied. This information, along with a degree evaluation, will be communicated to the student. If a degree change is granted, the student must complete a new degree plan worksheet.
3. A change in degree programs may affect financial aid and scholarships. If you receive financial aid, please contact the Office of Financial Aid ([financialaid@wesleyseminary.edu](mailto:financialaid@wesleyseminary.edu)) before submitting this form.

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**Last Name**

**First Name**

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**Wesley ID #**

**Current Degree**

**Program:**  MA  MTS  M.Div.  MA/M.Div.  MA/MTS  MTS/M.Div.

**Desired Degree**

**Program:**  MA  MTS  M.Div.  MA/M.Div.  MA/MTS  MTS/M.Div.

Reason for Degree Change: \_\_\_\_\_

*I have met with my current faculty advisor whose signature below confirms that meeting occurred. I understand that I will be assigned a new advisor if this request is granted. Additionally, if the degree change is granted, I will submit a new degree plan worksheet before the next registration period.*

**Student Signature**

**Date**

**Faculty Advisor Signature**

**Date**

THIS SECTION FOR COMMUNITY LIFE OFFICE ONLY

Approved

Denied due to: \_\_\_\_\_

**Dean Signature**

**Date**

**INTERNATIONAL STUDENTS:** You are required to have a conference with the Director of International Student Services prior to requesting a degree change.

**Director of International Student Services**

**Date**

OFFICE USE ONLY: Date received \_\_\_\_\_ Date Processed \_\_\_\_\_

Memo to Student  Copy to Financial Aid  Copy to Director of Int'l Student Services (for F-1 students only)