

THE UNIVERSITY OF MEMPHIS®

Graduate School

Return COMPLETED To:

Graduate Admissions
FedEx Inst. of Technology Bldg, Suite 201
University of Memphis
Memphis, TN 38152
Phone: (901) 678-3685; Fax: (901) 678-0378
Email: graduateadmissions@memphis.edu

GRADUATE ADMISSIONS

Academic Program / Semester Update Form

(This form is interactive).

This form is used to change the term or concentration either within an *applicant's* submitted application, or within a *student's* existing academic program (into which they have been accepted), or for a student to reapply for admission if they applied using Banner's legacy application system (student does not have a CAS ID). Please complete all three steps below.

STEP 1: Fill out the following general information:

UID: U _____ or Applicant CAS ID# _____ Telephone Number: _____
Last Name: _____ First Name: _____ Middle Initial: _____
Email Address: _____ Address: _____

STEP 2: Complete the section below to 1) add/readmit/change a program, 2) drop a program or 3) change your starting semester.

1) ADD/READMIT/CHANGE PROGRAM

Department: _____
Degree: _____
Major/Certificate: _____
Concentration: _____

Online Only? Yes No

Effective: Semester: _____ Year: _____

Will you complete your current degree program(s)? Yes No N/A If yes, when? _____

2) DROP PROGRAM

Department: _____
Degree: _____
Major/Certificate: _____
Concentration: _____
Effective: Semester: _____ Year: _____

3) CHANGE STARTING SEMESTER

Changing Start Semester? Yes No
Change Semester to: _____ Change Year to: _____
Degree: _____
Major/Certificate: _____

ADDITIONAL COMMENTS

STEP 3: Student *and* academic department signatures are required *prior to* sending this form to the Graduate School

Student Signature: _____ Date: _____
(Sign) (Print)

APPROVAL:

Department Signature: _____ Date: _____
(Sign) (Print)

By signing this form, the student agrees to meet all departmental and university requirements and procedures for admission, readmission, dropping a program or changing the term for which he or she chooses to begin enrollment.

The University of Memphis is an Equal Opportunity/Affirmative Action University.

Rev 3-20