

CHANGE IN REQUIREMENTS FORM

Student ID: _____ Name: _____
Last First Middle

Students are generally expected to follow the graduation requirements outlined in the catalog issued at the time they enrolled at LVC. However, with approval of their advisor from the associated department, students may adopt new versions of major, minor, and general education requirements subsequently approved by the faculty. **New requirements must be adopted in their entirety** and cannot be met by combining portions of new and old curricula.

Please complete one or more of the following options:

Request to Change Major Requirements

Major: _____ Concentration (if applicable): _____

Change catalog year from: _____ to: _____

Approval of applicable major advisor: _____ Date: _____

Request to Change Minor Requirements

Minor: _____ Change catalog year from: _____ to: _____

Approval of applicable minor advisor: _____ Date: _____

Approval of first major advisor: _____ Date: _____

If submitting this form from off-campus, please follow these instructions:

- 1. Complete all necessary fields in the form and save the PDF on your computer.*
- 2. Email the PDF form to your advisor(s) and ask them to forward the form to the Registrar's Office (registrar@lvc.edu) indicating their approval.*
- 3. The Registrar's Office will then process your request and send you a confirmation.*

Student's Signature: _____ Date: _____