Changing degree programs

There are three cases in which a student might consider changing programs. The procedures for each case are outlined below.

Changing to a program in a new academic area

Students who wish to pursue a degree in a program not administered by their current administrative home department or school must submit a new application to the Graduate School. The new program will consider the application as part of its regular admissions process. Students currently in a non-departmental program (e.g., PhD programs in Atmospheric Sciences, Environmental Engineering, or Computational Science and Engineering) or wishing to enter a non-departmental program must submit a new application to the Graduate School for the new program's consideration.

Changing from a master's to a doctoral program in the same academic area

Students who wish to change from a master's to a doctoral program in their current academic area should first check with their department or school on whether or not they are required to submit a new application or if submission of a D1 form is adequate. The D1 may be accepted by some departments or schools in lieu of a new application. If a new application is required, the program will consider the application as part of its regular admissions process.

Changing from a doctoral to a master's program in the same department

Students who wish to change from a doctoral to a master's program in their current academic area must formally request the change by writing a letter to their advisor(s) and the graduate program director of their current graduate program. The advisor(s) and graduate program director will review the request and will make a recommendation to the chair or dean of the student's academic department or school regarding the proposed change in status. The department chair or school dean will review the issue and make a recommendation to the dean of the Graduate School. The dean of the Graduate School will make the final decision regarding the student's proposed change in status and will notify the student, department chair or school dean, graduate program director, and the student's advisor(s) of the decision once it has been made. All credits and courses are transferable to the new program as allowed by the requirements of the individual master's program.