Print Form

Whatcom COMMUNITY COLLEGE

Office of Financial Aid
2012-2013 Petition for Change of Academic Program

phone 360.383.3010 | fax 360.383.3011| 237 West Kellogg Road, Bellingham WA 98226 | ww.whatcom.ctc.edu

STUDENT INFORMATION

Student Name _____ Student ID Number _____

Phone Number _____ Social Security Number _____

E-mail Address _____

Changing Your Program of Study
You may change your program of study a maximum of twice during your first 45 college level credits. If you wish to change your program after you have completed 46 or more college level credits which apply to your Program of Study, you must submit a Petition for Change of Academic Program. Previously attempted credits that are degree requirements will count toward the maximum allowed for your new program if your petition is approved. Student within 15 credits of completing their program of study will not normally be permitted to change programs or pursue a second degree or certificate without completing their present program of study and remain eligible to receive financial aid funding.

Reason for Submitting Petition
- ☐ Request to change program of study beyond maximum of twice during first 45 college level credits.
- ☐ Apply to change program of study after completing 46 or more college level classes (but before being within 15 credits of completing program of study). *(Please be sure that you clearly understand the full ramifications of this requested change and that you are certain that this is your final program change because if this program change is approved you will not be eligible to make additional changes and maintain your financial aid eligibility).*
- ☐ Requests to change program of study when within 15 credits of competing program. *(Please note that this request is seldom approved and the standard of approval for this request requires a very serious set of unusual circumstances to be approved and maintain your financial aid eligibility).*

Instructions for Completing a Petition:
- ❑ Petition must be signed.
- ❑ Attach a signed statement which describes your situation and why you are submitting this petition.
- ❑ Attach a copy of your Degree Audit (accessible through OASIS).
- ❑ Attach a copy of current AAS or Professional/Technical WCC degree worksheets you have from prior advising sessions.

Decision Process:
Petitions are reviewed by the Director of Financial Aid and the Director of Advising. Please be aware that the process may take 6 to 8 weeks. Decisions are final and cannot be appealed.

CERTIFICATION

I certify that the information I have provided on this petition and in my personal statement is true and accurate to the best of my knowledge.

Student Signature _____ Date _____

OFFICE USE ONLY

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