**General Information**

- The Application for Change in College and Program is to be used by currently enrolled and matriculated UC students who are seeking to matriculate in a new undergraduate UC college.

- Applicants to the College-Conservatory of Music must contact CCM Admissions Office (3245 Emery, 513-556-5463) for audition/interview information and program deadlines. Applicants to DAAP must contact the College Office for program deadlines (5470 Aronoff, 513-556-4933).

- The Application for Change in College and Program should be received by the “New UC College” by the following dates: **Fall Semester – July 1**  **Spring Semester – November 1**  **Summer Semester – March 1**

- The college to which you are applying will review your file and may require a meeting before making an admission decision. You may also be asked to supply additional information.

**Instructions for Students**

Complete sections I and II of this application form. Send/deliver all copies to the following location for the college to which you want to gain admission (“New UC College” in Section I).

**Campus College Locations**

<table>
<thead>
<tr>
<th>College</th>
<th>Address</th>
<th>Mail Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>College of Allied Health Sciences</td>
<td>303 French East</td>
<td>0394</td>
</tr>
<tr>
<td>McMicken College of Arts &amp; Sciences</td>
<td>2nd Floor French Hall, West</td>
<td>0037</td>
</tr>
<tr>
<td>Carl H. Lindner College of Business</td>
<td>105 Lindner Hall</td>
<td>0020</td>
</tr>
<tr>
<td>College-Conservatory of Music</td>
<td>3245 Emery Hall</td>
<td>0003</td>
</tr>
<tr>
<td>College of Design, Architecture, Art &amp; Planning</td>
<td>5470 Aronoff Center</td>
<td>0016</td>
</tr>
<tr>
<td>College of Education, Criminal Justice, and Human Services</td>
<td>One Edwards Center, Suite 1110</td>
<td>0014</td>
</tr>
<tr>
<td>College of Engineering and Applied Science</td>
<td>665 Baldwin Hall</td>
<td>0018</td>
</tr>
<tr>
<td>College of Nursing</td>
<td>260 Procter Hall</td>
<td>0038</td>
</tr>
</tbody>
</table>

**Access Colleges / Other Locations**

- Clermont College  100 Student Service Bldg.
  4200 Clermont College
  Batavia, Ohio  45103

- UC Blue Ash College 150 Muntz Hall
  9555 Plainfield Road
  Cincinnati, OH  45236

**Instructions for UC Colleges**

- “New UC College”— College in which the student is seeking admission/readmission
- If applicable, request credentials from current UC college.
- Evaluate credentials, record decision on application.
- Notify student of decision and send confirmation form to accepted student.
- Send Office of the Registrar a copy of the confirmation form upon receipt from student.

Last Updated: 5-1-2013
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Application for Change in College and Program
REGISTRAR’S OFFICE
P.O. Box 210060, Cincinnati, OH 45221-0060
Telephone: 513-556-9900; E-mail: registrar.info@uc.edu

I. Personal Information

Name: ___________________________________________ UC Student ID#: M________________
Applying for: □ Change in College □ Cross College Major
New UC College: ____________________________________________________________
New Major: ________________________________________________________________
Applying for: □ Fall □ Spring □ Summer Year _____
Dates of Enrollment at non-UC College(s): ______________________________________

Current Address: ____________________________________________________________
Street: ___________________________________________________________________
City: __________________________ State:____ Zip:____

Home Address: (if different) Street: __________________________
City: __________________________ State:____ Zip:____
Phone: __________________________ Phone: __________________________
Email: ____________________________________________________________________

II. Change Requested

If you are currently enrolled in an associate degree program at UC, enter anticipated graduation date: _____________

Briefly explain why you would like to move to another UC college. Please be specific about your intended major and career goals. Continue your comments on an attached sheet if necessary. (If you need help with choosing a college, program or major, the Center for Exploratory Studies can help you – 2nd Floor, French Hall West, 513-556-6540.)

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______________________________ ____________________________
Student Signature: Date:

Office Use Only:

Action Taken Effective year/term: ____________________________
□ Change approved □ Change denied

Major: ______________________ College Cumulative GPA ____________ Most Recent Term GPA ____________

Degree Objective: _______________________________________________________

Comments: ______________________________________________________________

College Representative: ____________________________ Date: _____________