

PLAN/SUBPLAN CHANGE FORM

North Carolina State University
Department of Registration and Records
1000 Harris Hall

Last Name First Middle Student Identification Number

Are you currently enrolled at NCSU? Yes ____ No ____ If not, term & year of last enrollment _____

Have you applied for Graduation? Yes ____ No ____

SELECT ONE OF THE FOLLOWING OPTIONS:

Change Primary Plan/Subplan ____ (Complete Both Sections I & II)

Add Additional Plan/Subplan ____ (Complete Section I Only)

Release 1st, 2nd, 3rd, etc. Plan/Subplan ____ (Complete Section II Only)

Section I

Accepted (Effective Term & Year): _____

_____ _____ _____
Plan Code Subplan Code Degree Key Term & Year*

_____ _____
Advisor Employee ID Advisor Name

_____ _____
Accepting Dean's Signature Date

Section II (Complete if changing Primary Plan/Subplan or if dropping an Additional Plan/Subplan)

Change to Secondary Plan/Subplan ____ **Discontinue Plan/Subplan** ____

_____ _____ _____
Plan Code Subplan Code Degree Key Term & Year*

_____ _____
Advisor Employee ID Advisor Name

_____ _____
Releasing Dean's Signature Date

ADDITIONAL INFORMATION

- STUDENTS WILL BE SUBJECT TO A TUITION SURCHARGE FOR ALL CREDIT HOURS ATTEMPTED IN EXCESS OF 140 OR 110% OF THE STUDENT'S ACADEMIC PROGRAM, WHICHEVER IS GREATER. FOR MORE INFORMATION, VISIT <http://policies.ncsu.edu/regulation/reg-02-65-05>.
- Students are responsible for having college and departmental records transferred to the new college and department.
- This form must be returned to the Department of Registration and Records Campus, Box #7313, 1000 Harris Hall in order for changes to be recorded to the student's permanent record.