

*Appendix B***Request for Change of Degree****OFFICE OF THE REGISTRAR**

2600 Cleveland Avenue NW, Canton, OH 44709

Phone: (330) 471-8128 | Email: registrar@malone.edu

REQUEST FOR CHANGE OF DEGREE**Associate of Arts in General Studies**

Student Name (print): _____ Date: _____

Current Degree: Bachelor of Arts Bachelor of Science Current Major: _____

I request to replace my current program with the A.A. in General Studies Program. In doing so, I acknowledge the following:

1. The A.A. degree is a fully-online program. Therefore, there are restrictions on the number of on-campus courses that may be taken as part of this program.
2. Pursuit of the A.A. degree may change eligibility requirements for a student's financial aid and veteran's benefits.
 - Consult with the Financial Aid Office regarding your financial aid eligibility by phone at (330) 471-8159 or by email at finaid@malone.edu.
 - Consult with Gary Phelps regarding your veteran's benefits by phone at (330) 471-8127 or by email gphelps@malone.edu.
3. At least 24 graded semester hours must be completed at Malone with no more than 2 major courses and/or secondary major courses being used as electives within this program.
4. The A.A. degree must be declared prior to a student completing 24 residency hours at Malone as required for this program. Selection of this program after the first 24 hours requires the student to complete 24 hours in residence at Malone after that official declaration.
5. Currently, international students are not eligible to enroll in a fully-online program and should therefore choose an on-campus program.

Action: Approved Denied

Program Director Signature:

Date:

Office Use Only

Student ID:

Date Received:

Processed By: