

Request to Change/Add a Program (check one)

___ Change Program (leave one to enter another) OR ___ Add a 2nd Program (concurrently)

Eligibility: Met with an academic advisor? Y/N: ___

Name & ID #: _____ Email: _____

Current Program & GPA: _____ # of courses taken (no IG): ___ Admit Term: _____

New Program requested (if MBA, indicate concentration): _____

In addition to this application we must also receive:

1. A **brief essay** stating why you want to change/add a program. Additionally, explain your short/long-term career goals and how making the change right now will support them
2. Your current **Resume**
3. A recent copy of your **Degree Audit**
4. Your change request in **Workday**

Notes regarding **Change Program** requests (not applicable to **Add Program** requests)

- if approved you will no longer be a candidate for the degree program to which you were initially admitted
- merit aid is program-specific and does not transfer to the new program

By signing below you acknowledge that you have read and agree to the above

Student Signature

Date

[return to gradvising@bentley.edu](mailto:returntogradvising@bentley.edu)