FINANCIAL AID EVALUATION TO PURSUE A SECOND DEGREE/CERTIFICATE

Dear student,
Our records indicate that you have **already earned a degree or certificate**. Before we can evaluate your eligibility for further financial aid, you must do the following:

1. Have this form completed by the **Curriculum Chairperson for the new program** you plan to pursue.
2. Take this completed form to the Registrar’s Office and have them sign that you have officially changed your curriculum.
3. Bring the completed form to the **Financial Aid Office** and meet with your Financial Aid Counselor.

**STUDENT’S NAME** ------------------------------- **ID#** -------------------------------

The student listed above is planning to enroll in a new program

In order for the Financial Aid Office to determine this student’s eligibility for further financial aid, the following information is needed:-

a. **CURRENT/GRADUATED CURRICULUM** -------------------------------

b. **NEW CURRICULUM** -------------------------------

c. **NUMBER OF EARNED CREDITS TO BE ACCEPTED FROM PRIOR DEGREE OR PRIOR PROGRAM** -------------------------------

d. **NUMBER OF CREDITS NEEDED TO COMPLETE NEW DEGREE/PROGRAM (PLEASE LIST ALL THE COURSES ON THE BACK)** -------------------------------

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Curriculum Chair’s Signature Date signed

This is to verify that the above student has changed his/her curriculum to **----------** as listed above.

------------------------------------ **DATE** -------------------------------
Registrar’s Office

Revised 8/13
ACADEMIC PLAN FOR THE 2ND DEGREE

PLEASE LIST ALL COURSES:

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