

**CHANGE OF PROGRAM/LEVEL REQUEST FORM**

SUBMIT COMPLETED FORM TO:

Global Engagement  
[international@thechicagoschool.edu](mailto:international@thechicagoschool.edu)

**DIRECTIONS:** If you are planning to change your program or level of study and need to update your I-20/DS-2019, please complete this form and submit it to the Global Engagement Office. If you are going to need additional time to complete your new program/degree, please attach necessary proof of finances for the additional time that you will need to complete the degree or at least one year.

**Part 1: To be completed by the student**

LAST NAME: \_\_\_\_\_ STUDENT ID#: \_\_\_\_\_

FIRST NAME: \_\_\_\_\_ MIDDLE NAME: \_\_\_\_\_

SCHOOL E-MAIL: \_\_\_\_\_ PHONE #: \_\_\_\_\_ LOCATION: \_\_\_\_\_

CURRENT DEGREE LEVEL: \_\_\_\_\_ CURRENT PROGRAM: \_\_\_\_\_

REASON FOR REQUESTING A NEW I-20:  CHANGE OF PROGRAM  CHANGE OF DEGREE LEVELHAVE YOU BEEN OFFICIALLY ADMITTED TO  
A NEW PROGRAM/DEGREE LEVEL:  YES  NO, NOT YET**Change of Program**

PREVIOUS PROGRAM: \_\_\_\_\_ NEW PROGRAM: \_\_\_\_\_

TERM AND YEAR  
TO BEGIN NEW PROGRAM: \_\_\_\_\_**Change of Degree Level**

PREVIOUS DEGREE LEVEL: \_\_\_\_\_

DID YOU COMPLETE THIS  
DEGREE LEVEL:  YES  NO

IF YES, LIST DATE OF COMPLETION: \_\_\_\_\_

NEW DEGREE LEVEL: \_\_\_\_\_

TERM AND YEAR  
TO BEGIN NEW LEVEL: \_\_\_\_\_**Part 2: To be completed by your Academic Advisor/Department Chair**THIS STUDENT HAS APPLIED TO:  CHANGE PROGRAM OF STUDY  CHANGE DEGREE LEVELRECOMMEND STUDENT BE GIVEN EXTRA TIME TO CONTINUE ACADEMIC PROGRAM?  YES  NO

NEW ESTIMATED DATE OF COMPLETION (Month/Year) : \_\_\_\_\_

*I certify that the preceding information is correct to the best of my knowledge:*

ADVISOR NAME: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

TITLE: \_\_\_\_\_ PHONE NUMBER: \_\_\_\_\_

ADVISOR SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

*Advisor: If you have questions or need further information, please contact Global Engagement Office.*

FOR INTERNAL USE ONLY

Approved by: \_\_\_\_\_ Date: \_\_\_\_\_ Extended in SEVIS?:  Yes  No