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**DARS/PROGRAM CHANGE REQUEST**

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| --- | --- |
| DATE: | TOTAL HOURS EARNED: |
| STUDENT: | PID#: P\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| ADVISER: | TRACK: |
| CATALOG OF ENTRY (e.g. 2013-2014): | MONTH/YEAR EXPECTED GRADUATION: |
| EMAIL: | PHONE: |

**DARS CHANGE:** Minor changes that will not impact actual major requirements (e.g., adding approved courses to specialization areas; moving an approved course from one part of the DARS to fulfill a School requirement).

**PROGRAM CHANGE:** Requested changes that will actually change a requirement (e.g. waiving a CLWR course for a HIST if the CLWR is in fact a history course.) These changes need to be defended under “REASON FOR CHANGE” and require approval from the front office. Consider the Carr Van Anda option if many changes to School requirements are desired.

**NOTE: This form is for School requirements only; no university requirement may be changed or waived (e.g., university tiers I, II, III).**

REQUESTED CHANGE:

IF A PROGRAM CHANGE, REASON FOR CHANGE:

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ADVISER’S SIGNATURE: DATE:

IF A PROGRAM CHANGE, SCHOOL DECISION:

☐APPROVED

☐ NOT APPROVED

REASON FOR DENIAL:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SCHOOL SIGNATURE DATE

**Submit this form to the E. W. Scripps School of Journalism, Schoonover 223**