

# CHANGE OF ACADEMIC PROGRAM

---

Before initiating a change of major, concentration or minor, students should contact the office administering the program of study to carefully review the requirements and prerequisites. In certain programs – including those in the schools of the Arts, Business, Media and Culture, and in the Bachelor of Interdisciplinary Studies program – a candidate must fulfill additional requirements before authorization to enter the program is granted. Credits previously earned at VCU or at another university may or may not be applicable to the new academic program.

The academic program change becomes official after the Office of Records and Registration has received authorization from the appropriate school dean or designee. Changes in academic program may occur for the current semester only through the add/drop period. Changes processed after the add/drop period are effective for the following fall or spring semester, and changes processed during the summer sessions are effective for the following fall semester.

Students currently enrolled in an MCV Campus program who wish to change to a curriculum on the Monroe Park Campus should follow the process mentioned above. Such students are subject to the continuance policy of the Monroe Park Campus after the academic program change has occurred. Students currently enrolled in an MCV Campus undergraduate program who wish to change to another MCV Campus undergraduate curriculum must go through the admission process outlined in the Admission to the university (<http://bulletin.vcu.edu/undergraduate/undergraduate-study/admission-university/readmission-guidelines>) chapter of this bulletin.

Students enrolled in a graduate or professional program of study at VCU who wish to return to a previous undergraduate program in which a degree has not been awarded may do so through a change in academic program as outlined above. Such students should consult the graduate or professional bulletins regarding the process for withdrawing from their current graduate or professional program of study. If a degree already has been awarded in an undergraduate program of study, graduate or professional students must go through the admission process to re-enter an undergraduate program as outlined in the Admission to the university (<http://bulletin.vcu.edu/undergraduate/undergraduate-study/admission-university/readmission-guidelines>) chapter of this bulletin.

Nondegree-seeking students intending to enter a degree-seeking status must go through the admission process outlined in the Admission to the university (<http://bulletin.vcu.edu/undergraduate/undergraduate-study/admission-university/admission-guidelines>) chapter of this bulletin.