

CAPE Blended Program Change to Graduate Status

Student Information

The Faculty Graduate Advisor must submit this form in the semester the student expects to complete 120 blended applicable units. For a fall transition, submit by March 1; for a spring transition, submit by October 1.

Coyote ID

Student Last Name

Student First Name

Number of Units Completed and In Progress: _____

Master's Degree Program: _____

Start Term for Graduate Record: _____

Bachelor's Graduation Semester and Year: _____

Master's Graduation Semester and Year: _____

F-1 Visa: Yes ____ No ____

Blended Program Advisor or Faculty Sponsor Approval

With my signature below, I am confirming that:

- The student is now eligible to be switched into the graduate program career with 120 applicable units.
- The department advised the student about the master's program requirements and degree completion time limit.
- The department advised the student the career switch into "graduate" means they must pay graduate tuition/fees and financial aid eligibility will be based on graduate student status, starting with the start term for graduate record listed on this form.

Blended Program Advisor or Faculty Sponsor:

Signature _____

Date _____



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Student Acknowledgement

By checking the boxes below, you are confirming that:

- I am now eligible to be switched into the graduate program career with 120 applicable units.
- I understand the master's program requirements and degree completion time limit.
- The career switch into "graduate" means I must pay graduate tuition and fees.
- Financial Aid eligibility is dependent on my financial aid application (FAFSA/CA Dream Act), graduate enrollment status, starting with the start term for graduate record listed on this form.
- DSS students need to notify DSS of their change to graduate status.
- International students should confirm eligibility with ISS.
- I acknowledge my transition from Undergraduate to Graduate status for the blended program.

International Student Services

Student is eligible for blended programs. International students must complete all undergraduate degree requirements before switching to the graduate record.

Eligible ____ Not Eligible ____ Not Applicable ____

ISS Designee: _____

Comments: _____

Graduate Admissions

3.0 GPA in graduate level courses taken while in undergraduate status verified _____

Date Application Entered: _____

Graduate Admissions Designee: _____

Comments: _____



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Office of the Registrar

The following conditions are verified:

- The student will have completed 120 eligible units by the end of the current semester (including in progress units).
- The student is in good academic standing in the undergraduate program.
- The student has completed all requirements for the undergraduate degree.
- The student has applied for a grad check for the undergraduate degree.
- International students must complete all undergraduate degree requirements.

Eligible ____

Not Eligible ____

Discontinuance of undergraduate record.

Date Completed: _____

OTR Designee: _____

Comments: _____

Final copies (initiator, dept. chair, student, Admissions, OTR, ISS, Fin Aid, college, DSS, Athletics, Grad Studies)



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