

**The Graduate School of The University of South Carolina
REQUEST FOR CHANGE OF STATUS**

This form replaces the Program Transfer Request form (GS-22) and should be used to request an update or change in an existing application or admission. Using black ink, type or print your responses to ALL applicable questions. This form must be accompanied by a non-refundable \$15 Change of Status fee (unless otherwise indicated—see below). If it has been more than three years since your last Graduate School enrollment at USC, you must submit a new degree application (PGS-3) and be re-admitted before continuing your academic program. **You cannot use this form to re-apply to a degree program or request concurrent enrollment in another program.**

1. Legal Name: _____ 2. SSN: _____
Last (Family/Surname) First (Given) Middle/Maiden Social Security Number

3. Address: _____
Street City State Zip

4. Phone: (____) _____ 5. E-Mail Address: _____

6. Date of Birth: ____/____/____ 7. Are you a South Carolina Resident? Yes* No
Month Day Year

*You may be required to submit a Residency Certification Form to the Legal Residency Office to verify your SC residency. If you have questions concerning your residency status, please consult the *Graduate Studies Bulletin* or contact the Legal Residency Office at (803)777-4060.

8. **Current** Academic Discipline: _____ Special Area: _____ Degree: _____

9. Check the appropriate intended change in status:

Program transfer

Academic discipline: _____ Special area: _____ Degree: _____

Reconsider previously declined application

Academic discipline: _____ Special area: _____ Degree: _____

(If your application was declined, your admission may be reconsidered by submitting this form with a \$15 Change of Status fee within one year from the date of that application. After one year, you must re-apply, submit new supporting documents, and pay a \$40 application fee.)

Update existing admission (In order to update your registration status, you must update your application if it has been more than one year since your last enrollment.) **NO FEE REQUIRED**

NOTE: If it has been three years or more since your last USC Graduate School enrollment, you must submit a new degree application, new supporting documents, and pay a \$15 fee. Do **not** use this form.)

Term change (Change the term for which you wish to be admitted or once admitted, change the term for which you wish to enroll.) **NO FEE REQUIRED**

10. Term and year of intended change of status: Fall Spring Summer I Summer II Year _____

11. I certify that all information on this form is correct to the best of my knowledge. My subsequent enrollment indicates my acceptance of The Graduate School's offer of admission. I agree to abide by all pertinent regulations published in the *Graduate Studies Bulletin*.

Signature: _____ Date: _____ (Note: This form must be signed and dated.)

The University of South Carolina provides equal opportunity and affirmative action in education and employment for qualified persons regardless of race, color, sex religion, national origin, disability, or veteran status.