



**Academic Change Form**

Office of the Registrar

This form is intended for use when a student wants to file for a change of program (current program of study to new program of study). Student acknowledges the following:

- Student must be in good academic standing to change majors.
- A re-evaluation of transfer credits and credits taken at The Art Institute of Houston will be done in order to fit the new curriculum requirements.
- The change is NOT reversible.
- The student may only change once.
- The student will need to sign a new Enrollment Agreement Form.
- The student’s financial plan may be affected. Therefore, the student needs to contact the Student Financial Services as part of the process.

**Please fill out completely.**

Name: \_\_\_\_\_

ID#: \_\_\_\_\_

Effective Quarter: \_\_\_\_\_

Effective Year: \_\_\_\_\_

Current Audit	New Audit

**Reason(s) for Change**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I understand that there may be additional charges due to increased credit hours.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Required Clearance**

(1) Dean	(2) Department Director	(3) Registrar	(4) Transcript Coordinator	(5) Financial Planning