

# Admission Status Change

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Following admission to a graduate program at Mississippi State University, a student may wish to change some aspect of their admission status. See the appropriate tab for information on the process to change the degree level, add or change a concentration, change campus, or change the thesis/non-thesis designation associated with the student's program.

Students will be allowed to request one change of campus, program, or concentration, within the same department, for free. For each additional request, students will incur a fee of \$50, which will be charged to their student account.

## Degree Level Change

A student admitted to a degree program may subsequently want to change degree level (e.g., from doctoral to M.S.) in the same program. This student should submit to the Graduate School an approved Request to Change Program Status form, including all required signatures. No other document is required. Once approved, the degree-level change will be made effective for the following semester, unless the student will be graduating during the semester of submission.

## Concentration Change/Add a Concentration

A student admitted to a major with two or more concentrations may add or change concentrations within the same department, or the same umbrella major, by submitting to the Graduate School an approved Request to Change Program Status form, including all required signatures. No other document is required. Once approved, the concentration change will be made effective for the following semester, unless the student will be graduating during the semester of submission.

Graduate students may pursue a maximum of two concentrations within one degree/major program at the same time. Requirements for both concentrations must be fulfilled prior to graduation. Once a student graduates, a **second degree** in the same program with a different concentration cannot be earned.

## Campus Change

Students are admitted to the Starkville Campus, the Meridian Campus, or via the Center for Distance Education. An admitted student who wishes to change to another campus must submit an approved Request to Change Program Status form to the Graduate School, including all required signatures. If the student is Unclassified, the Dean of the Graduate School will approve for both campuses. Once approved, the campus change will be made effective for the following semester, unless the student will be graduating during the semester of submission.

## Change of Thesis/Non-Thesis Designation

An admitted student desiring to change from thesis status to non-thesis status (or vice versa) for programs that offer both options should contact their major professor or graduate coordinator. If curriculum rules exist for thesis and non-thesis options, the student must submit the Request to Change Program Status form to the Graduate School. The form must be signed by the student and approved by the current Graduate Coordinator, Department Head (if applicable), Academic Dean (if applicable), and the Dean of the Graduate School. Once approved, the campus change will be made effective for the following semester, unless the student will be graduating during the semester of submission. NOTE: Completed research hours cannot be used to fulfill coursework requirements for non-thesis programs of study.