



Office of the Registrar

Addition of a Master's Degree (for PhD Students only)

Submit completed form to Student Services Building or mailstop ROC 13

You must consult with your advisor before completing this form. Some departments/programs have an online application requirement in order to enter or switch programs. There is no guarantee you will be accepted into the new program you wish to enter.

Name _____ UTD-ID _____
Last First MI

My current PhD program is _____
(School) (Degree) (Major)

Are you graduating this semester? Yes No

Close my current program (above) and begin the program below

Leave the PhD program open (above) and add the master's program below

List new master's program:	
List the program sub-plan, where applicable:	

Please note: All requests to add a master's degree must be submitted to the Office of the Registrar by the first day of classes indicated in the Academic Calendar. If your request is submitted after this date, your matriculation will not be open until the following semester.

*Student Signature _____ Date _____

*Advisor Signature _____ Date _____
(For New Graduate Program)

*Associate Dean Signature _____ Date _____

*required signatures – will not be processed without consent.

Attention F-1 and J-1 Students:

A change to your academic program will have immigration consequences. These include the need to apply for updated immigration documents. Ensure that you understand the potential consequences to your immigration status prior to a change to your program going into effect.

Registrar's Office
