



Please review the following instructions prior to submitting your Change of Curriculum Form. If you have any questions, please contact the Degree Audits area within the Office of Records and Registration (217/206-8216 or registrar@uis.edu).

UNDERGRADUATE STUDENTS: Students who are making a curriculum change (adding a minor, etc.) must submit a Change of Curriculum Form. Students wishing to change to an online program or who wish to add elementary or secondary education will have their information submitted to the appropriate program for review and an admission decision.*

GRADUATE STUDENTS: Students who are making a curriculum change by adding a certificate or changing the delivery mode of their major (on-campus to online) must submit a Change of Curriculum Form. Students who wish to apply to a new major program (on-campus or online) must submit a new application. The Change of Curriculum Form or application submitted will initiate consideration by the newly chosen program.*

UNIQUE CURRICULUM: If you are attempting to declare a third academic program (e.g., a graduate certificate when two other programs have already been declared), please email the Office of Records and Registration at registrar@uis.edu with the subject "Unique Curriculum - Change of Curriculum." In the email, please include your name, UIN, and the unique curriculum you are pursuing. This will allow us to review your request and respond back with instructions regarding how best to declare your curriculum.

NON-DEGREE STUDENTS: If you are currently a non-degree seeking student and would like to be a degree seeking student, you must submit a new application for admission.*

*Application and general admission information is available via the web at www.uis.edu/admissions. For assistance with the admission process, please contact the Office of Admissions by calling (217) 206-4847 or by emailing admissions@uis.edu.