



Please review the following instructions prior to submitting your Change of Curriculum Form. If you have any questions, please contact the Office of Records and Registration (217/206-6174 or registrar@uis.edu).

**INSTRUCTIONS:** Students can access the Change of Curriculum Form using Student Self-Service (<https://apps.uillinois.edu/selfservice>). Once logged into Student Self-Service, select "Home Page" from the menu, followed by the "Change of Curricula" link.

**UNDERGRADUATE STUDENTS:** Students who are making a curriculum change (adding a minor, etc.) must submit a Change of Curriculum Form. Please note that certain programs may require additional review time.\*

**GRADUATE STUDENTS:** Students who are making a curriculum change by adding a certificate, switching major concentration, or changing the delivery mode of their major (e.g., 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/admission-aid](http://www.uis.edu/admission-aid). For assistance with the admission process, please contact the Office of Admissions Processing by calling (217) 206-7960 or by emailing admprocessing@uis.edu.