SECOND DEGREE OR PROGRAM REQUEST FORM

Name: _______________________________________
Royal ID: R___________________
Address: _______________________
Telephone: ____________________
City/State/Zip: _____________________
County: _______________________

Previous Program of Study: ____________________________________
Date of Graduation: _____________________________________

I intend to pursue: ☐ Additional specialization ☐ Graduate degree

Proposed New Program of Study: ___________________________________________
Proposed Initial Term: ________________________________________

The Second Degree or Program Request Form is intended to simplify the paper work to initiate a new program of study in the College of Graduate and Continuing Education. Completion and submission of this form does not constitute acceptance into an additional graduate program of study.

Signature ___________________________ Date ________________

SEE REVERSE SIDE TO REVIEW REQUIRED APPLICATION DOCUMENTS

Recommendation Signature:

Graduate Program Director (Proposed New Program of Study):

☐ Approve ☐ Deny ____________________________ Signature ________________ Date ________________

Final Action:

College of Graduate and Continuing Education Dean:

☐ Approve ☐ Deny ____________________________ Signature ________________ Date ________________
In order to expedite the application process, submit the following documents to the College of Graduate and Continuing Education for consideration of a new program of study.

In the same degree area as the first program and within two years of completing the first program:

☐ Second Degree or Program Request Form
☐ Statement of Intentions
☐ Official transcripts of any course work taken since completion of first program of study

In the same degree area as the first program and between two and five years of completing the first program:

☐ Second Degree or Program Request Form
☐ Graduate application
☐ Statement of Intentions
☐ Official transcripts of any course work taken since completion of first program of study

In the same degree area as the first program and within five years of completing the first program:

☐ Second Degree or Program Request Form
☐ Graduate application
☐ Three letters of reference
☐ Statement of Intentions
☐ Official transcripts of any course work taken since completion of first program of study