

## Declaration or Change of Degree Objective

The Declaration or Change of Degree Objective form (DCDO) is used by students who need to declare or change their degree objective at CSU Stanislaus after being admitted to the University. To change or declare a degree objective officially, the following steps must be completed:

### Step 1

Student picks up the DCDO form in the Graduate School or Enrollment Services Office, or downloads the form from the University website: [www.csustan.edu/grad/forms\\_publications.html](http://www.csustan.edu/grad/forms_publications.html). Student completes the form and turns it in to the Graduate School Office.

### Step 2

**Student must apply to new program and turn in all needed materials.**

### Step 3

Master's: The Graduate School Evaluator prepares a change of degree evaluation and forwards all relevant information to the new program for admission decision.

Credentials: The Graduate School Office will forward the form to the Credentials office for admission decision.

### Step 4

New program makes an admissions decision, signs the form, indicates classification status (Master's) or admit code (Credentials), and returns the form to the Graduate School Evaluator.

### Step 5

Evaluator processes and changes the degree as specified by the new program.

#### **Note -**

- **If a student is completing a master's degree and would like to pursue an *additional* degree or credential a new application should be filled out, not a Change of Degree form. The application fee will be waived if it is within one semester.**



## Declaration or Change of Degree Objective For Graduate Students

Student ID Number: \_\_\_\_\_ Term of Change: \_\_\_\_\_

\_\_\_\_\_  
Last Name First Name Middle Initial

\_\_\_\_\_  
Street City State/Zip Code  
( )

\_\_\_\_\_  
Phone Number Email

\_\_\_\_\_  
Student Signature Date

### CURRENT PROGRAM OF STUDY:

\_\_\_\_\_  
Master's Degree/Credential Objective Concentration

### PROPOSED CHANGE:

\_\_\_\_\_  
Master's Degree/Credential Objective Concentration

#### For Program Use Only:

Master's Degree Classification:		Credential Admit Codes:	
<input type="checkbox"/> Classified	<input type="checkbox"/> 100	<input type="checkbox"/> C1	<input type="checkbox"/> 1CL
<input type="checkbox"/> Conditional	<input type="checkbox"/> 200	<input type="checkbox"/> C2	<input type="checkbox"/> 1SP
<input type="checkbox"/> Provisional	<input type="checkbox"/> Other _____	<input type="checkbox"/> D0	<input type="checkbox"/> 2CL
<input type="checkbox"/> Denied	<input type="checkbox"/> Initial (X)	<input type="checkbox"/> Other _____	<input type="checkbox"/> 2SP
	<input type="checkbox"/> Additional (V)		<input type="checkbox"/> Other _____

#### Test Scores:

GRE \_\_\_\_\_ MAT \_\_\_\_\_ CBEST \_\_\_\_\_  
GMAT \_\_\_\_\_ CSET \_\_\_\_\_ Other \_\_\_\_\_

\_\_\_\_\_  
New Program Signature of Approval Date

#### For Graduate Office Use Only:

Date Evaluation Routed to New Program: \_\_\_\_\_ Effective Term of Change: \_\_\_\_\_ Date of Change: \_\_\_\_\_ Initial: \_\_\_\_\_

Copy: Program Coordinator, Former Program **(Please forward student file to new program)**  
Program Coordinator, New Program  
Student File