Student ID Number: ________________________________

Student Last Name: _______________________________  First Name _________________________

Check one option below:

OPTION 1:

☐ Change my sub plan as follows:

Plan (major) code: ____________________________________________________________

Sub Plan Information:

Current Sub Plan: ____________________________________________________________

New Sub Plan: _____________________________________________________________

OPTION 2:

☐ Add the following sub plan to my record:

Plan (major) code: ____________________________________________________________

Sub Plan Information: ________________________________________________________

Date Processed: __________________________  Effective Date for Program Changes: __________

Records Staff: ____________________________