



## Request to Change Catalog Year

Last name: \_\_\_\_\_ First name: \_\_\_\_\_

Student ID#: \_\_\_\_\_ Email: \_\_\_\_\_

Degree Level \_\_\_\_\_ Major: \_\_\_\_\_

Have you applied for graduation?    Yes    No    If yes, semester and year: \_\_\_\_\_/\_\_\_\_\_

**I declare the following catalog year:** \_\_\_\_\_

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

By signing this form, I understand I am responsible for fulfilling all the graduation requirements in the newly chosen catalog year and additional courses may be required to complete my degree.

Note: If you have already applied for graduation, it may not be possible to change your catalog year.

Advisor Approval: \_\_\_\_\_ Date: \_\_\_\_\_

Dean or Chair Approval: \_\_\_\_\_ Date: \_\_\_\_\_

### Catalog Change Regulations

- The catalog year is assigned to a student the first semester they are admitted to Fairmont State University in a degree program.
- The catalog year is what ties the student to the curriculum they are required to follow, and determines the degree requirements a student must fulfill to graduate.
- A student, in consultation with their advisor, can choose to move their curriculum catalog year forward. This is accomplished by submitting a signed Request to Change Catalog Year form to the Office of the Registrar.
- Students must use a single catalog, not a combination of catalogs for graduation, for meeting degree requirements for graduation.
- A student is responsible for fulfilling ALL graduation requirements in the newly chosen catalog year.