



Program and Registration Change Form

Student Name: _____ Student ID#: _____

Current Degree & Major: _____

Request is for Semester/Year: _____

PROGRAM CHANGES. Changes include major, concentration, adding or dropping an additional program, degree level within major (ex: AS to AT, CT to AT), and daytime to evening (or vice versa) program change.

___ Change of program to: _____

___ Adding additional program: _____

___ Withdraw from dual program: _____

___ Degree level change within same program from _____ to _____

REGISTRATION CHANGES. Add/drop classes, change class sections, and withdraw from college.

- Changes or withdrawals **before** the semester begins incur no cost or grade assignment.
- Changes or withdrawals **after** the semester begins are subject to the grade assignment and charges/refund policies detailed in the [Student Handbook](#).

___ Add Courses _____

___ Drop Courses _____

___ **WITHDRAW FROM COLLEGE**

___ I plan on returning to Ranken in semester/year: _____

___ I do not plan on returning to Ranken at this time due to:

- | | | |
|------------------------|--------------------------------|------------------------------------|
| ___ Academic Reasons | ___ Work/transportation issue | ___ Transferring to another school |
| ___ Financial problems | ___ Childcare/family emergency | ___ Other _____ |
| ___ Health concerns | ___ Military assignment | _____ |

Consult with Financial Aid Office on any impact prior to form submission.

Student's Signature: _____ Date: _____

Submit signed form to:

Registrar's Office, Ranken Technical College, 4431 Finney Ave., St. Louis, MO 63113
 Finney Building, 1st Floor Telephone number: (314) 286-3660
 E-mail address: registrar@ranken.edu Fax number: (314) 286-3309