

**INSTRUCTIONS**

Before completing this form, seek academic advising. Fill out the form legibly and completely. Submit the form with payment in person at PSU campus or fax to **1 (323) 731-7276** or email to **studentservice@psuca.edu**.

Student Information (All required to identify your record—please print clearly)

PSU Student ID (if available)		Date of Birth (mm/dd/yyyy)	
Full Name (Last, First Middle)			
Current Mailing Address – Street			
City	State	ZIP/Postal Code	Country
Telephone		E-mail Address	

Change of Program / Major Request		\$100.00 Fee
Start Date at PSU	Earned Units from PSU	
Change of Program / Major from	Change of Program / Major to	
Reason for the Change of Program / Major (attach additional information if necessary)		

Payment Method (Select one)	
<input type="checkbox"/> In-Person	<input type="checkbox"/> Money Order (payable to Pacific States University)
<input type="checkbox"/> Credit Card (Visa or MasterCard only)	<input type="checkbox"/> Personal Check (payable to Pacific States University)
Credit Card Number: _____	
Expiration Date (mm/yyyy): _____ CV Code (3 or 4 digit code on the back of credit card): _____	

Authorization Signature Required (Digital or electronic signature is not accepted)	Date Signed (mm/dd/yyyy)
X	

OFFICE USE ONLY			
Amount Paid	Academic Dean Approved	Updated in SEVIS by (if applicable)	Recorded by Registrar
Receipt No.	Approved Date	Updated Date	Recorded Date
Verified by Finance Office	Comments		
Verified Date			