



CHANGING TO A NON-DEGREE OR DEGREE SEEKING STUDENT

Please read the following information regarding the requirements for changing your status:

CHANGING FROM NON-DEGREE TO DEGREE SEEKING REQUIREMENTS

- You will need to provide proof of two MMR (measles, mumps, and rubella) immunizations.
- An official High School transcript, GED scores, or an official College transcript is required.
- You will be required to meet with an Academic Advisor and attend a student orientation session.

CHANGING FROM DEGREE TO NON-DEGREE SEEKING

- Please note that as a non-degree seeking student you are unable to receive Financial Aid.
- Non-degree seeking status means you can only take 6 credits or less, not seeking a degree or certificate at Helena College and/or transferring credits back to a degree awarding institution.
- As a non-degree seeking student, you are not required to turn in official transcripts or immunization record.

Your status can only be changed up until the 15th day of the semester.

I would like to change my status to:

Non-Degree Degree Program of Study for Degree Seeking: _____

Semester of Status Change: Fall 20____ Spring 20____ Summer 20____

Name: _____
Last First Middle

Previous Name(s): _____

Mailing Address: _____
PO Box/Street

_____ City State Zip

Phone Number: (____) _____

Email Address: _____

Date of Birth: ____/____/____ **Student ID #:** _____
Month Day Year

X

Students Signature

Date