



## 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 15<sup>th</sup> 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:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

PO Box/Street

City

State

Zip

**Phone Number:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
Month Day Year

**Student ID #:** \_\_\_\_\_

**X**

Students Signature By signing my name above, I confirm I am the individual.

Date: (MM/DD/YY)