

Student ID: _____



**PROCEDURE for CHANGE OF APPLICATION
SEMESTER (FOR EXISTING APPLICATION)**

This form does not replace a readmit or change of major form.

For the Following (Check One):

- Student is requesting to update catalog term for the same Program to a future semester.

- Student is requesting to update future admission semester to an earlier start semester.

Procedure: This form must be completed, signed, and dated by the applicant/student and turned in to the Enrollment Support Center, Bldg 100. Student must be requesting to update catalog term **for the same program** to a future semester or requesting to update future admission semester to an earlier start semester.

Print Name: _____ ID/SS#: _____

Student Email Address: _____

Address: _____ City: _____

State: _____ Zip code: _____ County: _____

Home Phone: _____ Cell Phone: _____

Change of Semester Start Date:

Program of Study: _____ Program Code: _____

Concentration (if applicable): _____ Concentration Code: _____

Request Change From: _____ Semester of _____ Year

Change To: _____ Semester of _____ Year

Student Signature _____ Date: _____

Save completed form & send as an attachment to: admissionsdocs@gwinnettech.edu or fax to 770-685-1267

Received by: _____

Date Received: _____