

Graduate Change of Program Application

The graduate change of program application is to be used in the rare circumstance in which you must change from one academic program of study to another within NYU SPS. Submitting the application is not an automatic admission into a new program. **Students are encouraged to consult with their academic advisors to discuss academic and career goals prior to submitting this application.** Students are only permitted a one-time opportunity to submit a program change application.

The Admissions Committee will re-review your application based on your new program of choice. If your program change is approved, you will receive an email confirming the approved change. If, however, your change of program application is denied, you will have the choice to enroll in your initial degree program. **Please allow 3-6 weeks for this new application to be reviewed and processed.**

Change of Program Application Deadlines:

Fall - August 1	Spring - December 1	Summer - April 15
-----------------	---------------------	-------------------

NOTE: Applications submitted after the deadlines will not be accepted.

Legal Name: Last (Family) _____ First (Given) _____ Middle _____

Preferred Name: Last (Family) _____ First (Given) _____ Middle _____

Date of Birth: _____ **University ID Number:** N _____

Permanent Home Address: _____ Apt. No. _____

City/State/Zip _____

Local Mailing Address (IF DIFFERENT): _____ Apt. No. _____

City/State/Zip _____

Phone: Home _____ Work _____ Mobile _____

NYU Email: _____

Please return the completed application along with the essay to sps.gradadmissions@nyu.edu by the deadlines listed above.



Program originally accepted to: MS. in _____

Program you are now applying for: MS. in _____

Original Start Term: Fall Spring Summer **Year:** _____

New Start Term: Fall Spring Summer **Year:** _____

Essay:

Please submit an **essay** (minimum 500 words) that answers **ALL** of the following prompts.

- Please provide a detailed explanation about why the program to which you were originally admitted is no longer a good fit for your goals and explain **in detail** how the new program to which you are applying will help you achieve your career goals.
- What skills do you think are important to be successful in the field for the program to which you are applying?
- Why is the program to which you are applying important in the current industry landscape?

Certification:

I CERTIFY THAT I have read and understood all instructions accompanying this application and have answered all questions truthfully and to the best of my knowledge. I certify that the information I have provided on this application is complete and correct and that the essays have been written by me. I certify that all elements of the application have been written, created, and submitted by me. I understand that preparation by any third party, including agents, will result in the rescinding of admission.

I also understand that any misrepresentation or omission may be cause for denying or rescinding admission, or permission to register, at any time. I agree to abide by all New York University rules and regulations. I understand that New York University reserves the right to deny or rescind admission, or permission to register, at any time, for any reason it considers sufficient, including scholarship, character, and personal conduct. I understand that any items submitted to New York University in conjunction with this application become the sole property of the NYU School of Professional Studies and will not be returned. I also understand that the application and associated fees are not refundable.

Applicant Signature: _____ Date: _____