

PROGRAM CHANGE REQUEST

Who can use this form?

You can use this form to request a change to your program of study if you meet the following conditions:

- You are enrolled in an undergraduate program.
- You are in good academic standing.
- The program you are interested in is a bachelor's program offered by the faculties of Arts, Engineering, Health Sciences, Science, Social Sciences, or the Telfer School of Management.

You cannot use this form

- to select a program offered by Graduate and Postdoctoral Studies or by the faculties of Law, Medicine and Education.
- if you were required to withdraw from a faculty, have met the [academic upgrading conditions](#) and wish to return to the faculty.
- to make changes to your co-operative education program (CO-OP) status. When you change your main study module discipline, CO-OP is not automatically added to your new program. You must do this separately. See the [Making changes to your program](#) page for more details.

PERSONAL INFORMATION

LAST NAME	PREFERRED FIRST NAMES	STUDENT NUMBER
EMAIL ADDRESS		<div>@uOttawa.ca</div> <div>All correspondence between you and the University is done by email and is sent to your @uOttawa address.</div>

ACADEMIC INFORMATION

A) LANGUAGE OF INSTRUCTION AND FRENCH IMMERSION STREAM

☐ I AM NOT REQUESTING ANY CHANGES TO MY PROGRAM OF STUDY CONCERNING LANGUAGE OF INSTRUCTION OR THE FRENCH IMMERSION STREAM. (CONTINUE TO SECTION B)

	CURRENT PROGRAM	PROGRAM REQUESTED
PROGRAM LANGUAGE OF INSTRUCTION	<div><input type="checkbox"/> ENGLISH</div> <div><input type="checkbox"/> FRENCH</div>	<div><input type="checkbox"/> I WANT TO STUDY IN ENGLISH.</div> <div><input type="checkbox"/> I WANT TO STUDY IN FRENCH.</div>
FRENCH IMMERSION STREAM	<div><input type="checkbox"/> YES</div> <div><input type="checkbox"/> NO</div>	<div><input type="checkbox"/> I WANT TO TAKE PART IN THE FRENCH IMMERSION STREAM.</div> <div><input type="checkbox"/> I DON'T WANT TO TAKE PART IN THE FRENCH IMMERSION STREAM.</div>

B) MAIN STUDY MODULE

☐ I AM NOT REQUESTING ANY CHANGES TO MY MAIN STUDY MODULE. (CONTINUE TO SECTION C)

	CURRENT PROGRAM	PROGRAM REQUESTED
FACULTY <i>Example: Faculty of Arts</i>	<div></div>	<div></div>
TYPE OF PROGRAM	<div><input type="checkbox"/> HONOURS BACHELOR'S (4 YEARS)</div> <div><input type="checkbox"/> BACHELOR'S (120 UNITS)</div> <div><input type="checkbox"/> BACHELOR'S (90 UNITS)</div> <div><input type="checkbox"/> INTEGRATED</div> <div><input type="checkbox"/> JOINT HONOURS BACHELOR'S</div>	<div><input type="checkbox"/> HONOURS BACHELOR'S (4 YEARS)</div> <div><input type="checkbox"/> BACHELOR'S (120 UNITS)</div> <div><input type="checkbox"/> BACHELOR'S (90 UNITS)</div> <div><input type="checkbox"/> INTEGRATED</div> <div><input type="checkbox"/> JOINT HONOURS BACHELOR'S</div>
DISCIPLINE <i>Examples: Biology, Economics and Public Policy, Mechanical Engineering</i>	<div></div>	<div></div>
TYPE OF SPECIALIZATION	<div><input type="checkbox"/> MAJOR</div> <div><input type="checkbox"/> MINOR</div> <div><input type="checkbox"/> HONOURS</div> <div><input type="checkbox"/> INTEGRATED</div>	<div><input type="checkbox"/> MAJOR</div> <div><input type="checkbox"/> MINOR</div> <div><input type="checkbox"/> HONOURS</div> <div><input type="checkbox"/> INTEGRATED</div>
OPTION <i>(Faculty of Science and Faculty of Engineering) Example: Photonic</i>	<div><input type="checkbox"/> NONE</div>	<div><input type="checkbox"/> I DON'T WANT AN OPTION.</div>
PROFILE <i>(Communication) Example: Media and Cultural Industries Profile</i>	<div><input type="checkbox"/> NONE</div>	<div><input type="checkbox"/> I DON'T WANT A PROFILE.</div>

C) SECOND STUDY MODULE

☐ I AM NOT REQUESTING ANY CHANGES TO MY SECOND STUDY MODULE OR THIS DOES NOT APPLY TO MY PROGRAM OF STUDY. (CONTINUE TO SECTION D)

	CURRENT PROGRAM	PROGRAM REQUESTED
DISCIPLINE	<input type="checkbox"/> NONE	<input type="checkbox"/> I DON'T WANT A SECOND STUDY MODULE.
TYPE OF SPECIALIZATION	<input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR <input type="checkbox"/> TRANSDISCIPLINARY OPTION <i>(Example: Contemplative Studies and Well-being Option)</i> <input type="checkbox"/> MICROPROGRAM <i>(Example: Aging Studies)</i> <input type="checkbox"/> NONE	<input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR <input type="checkbox"/> TRANSDISCIPLINARY OPTION <input type="checkbox"/> MICROPROGRAM <input type="checkbox"/> I DON'T WANT A SECOND STUDY MODULE.

D) THIRD STUDY MODULE

☐ I AM NOT REQUESTING ANY CHANGES TO MY THIRD STUDY MODULE OR THIS DOES NOT APPLY TO MY PROGRAM OF STUDY. (CONTINUE TO SECTION E)

	CURRENT PROGRAM	PROGRAM REQUESTED
DISCIPLINE	<input type="checkbox"/> NONE	<input type="checkbox"/> I DON'T WANT A THIRD STUDY MODULE
TYPE OF SPECIALIZATION	<input type="checkbox"/> MAJOR <input type="checkbox"/> MINOR <input type="checkbox"/> TRANSDISCIPLINARY OPTION <input type="checkbox"/> MICROPROGRAM <input type="checkbox"/> NONE	<input type="checkbox"/> MAJOR <i>(BA Interdisciplinary option only)</i> <input type="checkbox"/> MINOR <input type="checkbox"/> TRANSDISCIPLINARY OPTION <input type="checkbox"/> MICROPROGRAM <input type="checkbox"/> I DON'T WANT A THIRD STUDY MODULE.

E) FOURTH STUDY MODULE

☐ I AM NOT REQUESTING ANY CHANGES TO MY FOURTH STUDY MODULE OR THIS DOES NOT APPLY TO MY PROGRAM OF STUDY.

	CURRENT PROGRAM	PROGRAM REQUESTED
DISCIPLINE	<input type="checkbox"/> NONE	<input type="checkbox"/> I DON'T WANT A FOURTH STUDY MODULE.
TYPE OF SPECIALIZATION	<input type="checkbox"/> TRANSDISCIPLINARY OPTION <input type="checkbox"/> MICROPROGRAM <input type="checkbox"/> NONE	<input type="checkbox"/> TRANSDISCIPLINARY OPTION <input type="checkbox"/> MICROPROGRAM <input type="checkbox"/> I DON'T WANT A FOURTH STUDY MODULE.

DATE

SIGNATURE (STUDENT)

Notice of Collection of Personal Information

Your personal information is collected under the authority of the *University of Ottawa Act*, 1965, in accordance with the *Freedom of Information and Protection of Privacy Act* of Ontario and University Policy 90. The personal information you provide on this form will be used by the University for purposes consistent with the administration, enrolment and evaluation of your program change request. If you have questions about the collection, use and disclosure of your personal information, please contact InfoService at 613-562-5630 or infoservice@uOttawa.ca.