



GRADUATE CHANGE OF DEGREE DELIVERY FORM

***This digital form is to be used by students who want to switch their degree delivery method from ONLINE to FACE-TO-FACE or from FACE-TO-FACE to ONLINE.**

Student Last Name: _____ Student First Name: _____

EMPLD ID#: _____ E-mail Address: _____

Degree Program: _____

Check the box that designates your request:

I want to switch my degree delivery method from ONLINE to FACE-TO-FACE.

I want to switch my degree delivery method from FACE-TO-FACE to ONLINE.

Important fact(s) for a student switching to the ONLINE delivery method:

- Student is expected to complete ALL of their courses online (*exception for MPA students*).

Important fact(s) for a student switching to the FACE-TO-FACE delivery method:

- Student must clear immunization before attending any face-to-face classes.
- Student will be charged face-to-face tuition; dependent upon residency.

Effective Term:

Fall _____ Spring _____

The Graduate Change of Degree Delivery form must be submitted at least one week before the beginning of classes for the term in which you would like to have it applied; this selection cannot be applied to the current term.

Student's Signature: _____ Date: _____

Submit the completed form to the Jay Express counter or to jayexpress@jjay.cuny.edu.

For Office Use Only

Fall _____ Winter _____ Spring _____ Summer _____

Rec'd By: _____ Date Rec'd: _____