Instructions for the Application for Dual Degree or Change of Program

Who may submit this application form?

- Current UM-Flint graduate students who seek admission to a new or additional UM-Flint graduate degree or certificate program should submit the Application for Dual Degree or Change of Program. A student is considered “current” if enrolled or eligible to enroll in a graduate program in the current or future term.
  
  For example, a UM-Flint student who is currently enrolled in the MBA program and seeks admission to the MS in Computer Science and Information Systems program, whether or not planning to complete the MBA program simultaneously or at all, would submit the Application for Dual Degree or Change of Program.

- Alumni of a UM-Flint graduate program or Rackham graduate program (any campus) should complete the Application for Dual Degree or Change of Program.
  
  For example, a graduate of the UM-Flint MA in Education program seeking admission to the Education Specialist program would submit the Application for Dual Degree or Change of Program. Similarly, a graduate of a Rackham program at Ann Arbor or Dearborn seeking admission to a UM-Flint graduate program would submit the Application for Dual Degree or Change of Program.

Who is considered an exception?

- A current UM-Flint graduate student seeking to change their current concentration or add a second or third concentration (if permitted). Students in this situation should contact their department or program; no application is required.

- Alumni of Dearborn or Ann Arbor who graduated from a college or school outside the Rackham School of Graduate Studies (for example, the Ross School of Business or the Law School). Students in this situation would submit a regular Application for Graduate Admission.

- Students who were previously enrolled in a UM-Flint graduate program who have been absent from the program for over one year and seek to re-enroll in the same program must apply using a Application for Graduate Readmission.

General Information

- Applicants must submit supporting documents as required by the proposed program of study if not previously submitted for admission to the current program of study. Examples would be a new essay (Statement of Purpose) that addresses the reasons for selecting the proposed program of study, updated transcripts for any coursework taken outside UM-Flint since beginning the first program of study, and test scores if required by the proposed program.

- Refer to the application deadline dates on the Graduate Programs Web site at http://www.umflint.edu/graduateprograms/apply/application-deadlines.page.

Steps in the Application Process

A. Submit application materials to the Office of Graduate Programs, University of Michigan-Flint, 303 E. Kearsley St., Flint, MI 48502-1950:

   a. Application for Dual Degree or Change of Program [can be faxed to (810) 766-6789]

   b. New essay (such as a Statement of Purpose) as required by the proposed program of study

   c. Academic transcripts of coursework taken at another institution since your admission to the first graduate program of study at UM-Flint. Refer to http://www.umflint.edu/graduateprograms/student-services/transcript-policy.page for guidelines.

   d. Other documents required for admission by the proposed program of study.

B. Office of Graduate Programs will send application and associated documents to the program of study for review. Program of study will inform the applicant of decision to admit or deny.

C. International Students: If admitted, contact the International Center to issue a new I-20 if more time as a University of Michigan-Flint student will be needed to complete the program(s).
Instructions for the Application for Dual Degree or Change of Program

Current UM-Flint graduate students, UM-Flint graduate program alumni, or Rackham alumni (any campus) who seek admission to a new or additional UM-Flint graduate degree or certificate program should submit the Application for Dual Degree or Change of Program. Please submit this application with any required supporting documents. Refer to the instructions for further information. An application fee is not required. Please type or print legibly in ink.

UMID ___________________ U.S. Social Security Number (optional)

SECTION I. Program Information

Current Graduate Program or Graduate Program of Last Enrollment: ____________________________________________________________

Concentration (if applicable): ____________________________

Last Term of Enrollment: ____________________________ (Term, Year) Do you intend to complete this program? Yes  No  Already completed

Proposed Graduate Program: ____________________________________________________________

If applying to MBA, please indicate Traditional _____ or NetPlus! _____

Concentration (if applicable): ____________________________

Proposed Term/Year of Enrollment: ____________

Terms of entry are Fall (September), Winter (January), Spring (May), and Summer (June). Some programs do not admit new students in every term; check the website for admission terms.

SECTION II. Personal Information

Last Name (Family Name/Surname) ____________________________ First (Given) Name ____________________________ Middle Name ____________________________

Preferred First Name ____________________________

Date of Birth (MM/DD/YYYY) ____________________________

Previous names you used on prior academic records ____________________________________________________________

Current Mailing Address Line 1 ____________________________________________________________

Current Mailing Address Line 2 ____________________________________________________________

City ____________________________ State/Province ____________________________ Zip/Postal Code ____________________________ Country if not U.S. ____________________________

Home Telephone ____________________________ Mobile Telephone ____________________________

Please provide your permanent address, if different than your current mailing address. International students are required to provide a non-US address for purposes of immigration document creation:

Permanent Mailing Address ____________________________________________________________

City ____________________________ State/Province ____________________________ Zip/Postal Code ____________________________ Country if not U.S. ____________________________

Citizenship Status: __ U.S. Citizen __ U.S. Permanent Resident __ Non-U.S. Citizen; Country of Citizenship ____________________________ Registration Number A__________________________ Visa Type: ____ Student Visa __ Other Visa; Type ____________________________

Race/Ethnicity The information requested below is optional and will not be used for admissions/hiring purposes. It will be used to satisfy federal reporting requirements and may be used for other purposes allowed by law.

Please indicate whether you consider yourself to be Hispanic or Latino:

____ No, not Hispanic or Latino.

____ Yes, Hispanic or Latino: a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central America, or other Spanish culture or origin, regardless of race.

In addition, select one or more of the following racial categories to describe yourself:

____ American Indian or Alaskan Native: a person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment.

____ Asian: a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

____ Black or African American: a person having origins in any of the black racial groups of Africa.

____ Native Hawaiian or Other Pacific Islander: a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

____ White: a person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
U.S. Military Service
Are you serving or have you served in the U.S. Military (including National Guard and Reserve Components)?  Yes  No
Are you eligible to receive education benefits through the Department of Veterans Affairs?  Yes  No
Are you the spouse or dependent of someone who is serving or has served in the U.S. Military?  Yes  No

Residency: Please read the "University of Michigan Guidelines for Qualifying for In-State Tuition" at http://pro.umich.edu/resreg.php before completing this section.

__ Michigan Resident, since _______________________________ (Month, Year)
__ Non-Michigan Resident

SECTION III. Education
Beginning with the most recent, list all postsecondary institutions you have attended since your last attendance at the University of Michigan-Flint, regardless of whether you received a degree or diploma. Attach an additional sheet if necessary. If you have attended any institutions since your first enrollment as a graduate student at UM-Flint, you must contact the institutions and have them send official transcripts of your work to the University of Michigan-Flint Office of Graduate Programs.

Institution A
Institution Name ____________________________ Location ____________________________
Dates Attended ____________________________ Degree Date __________________________
Degree/Diploma ____________________________

Institution B
Institution Name ____________________________ Location ____________________________
Dates Attended ____________________________ Degree Date __________________________
Degree/Diploma ____________________________

Institution C
Institution Name ____________________________ Location ____________________________
Dates Attended ____________________________ Degree Date __________________________
Degree/Diploma ____________________________

SECTION IV. Employment
Beginning with the most recent, list employers (including homemaking and work related to your field of specialization). Information given must cover the last three-year period unless reported under "Education."

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<tr>
<th>Employer/Employer City and State or Country</th>
<th>Employment Dates (From-To)</th>
<th>Position/Title</th>
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SECTION V. Additional Information
Have you ever been expelled, suspended, or placed on probation by any secondary school or college you attended for reason of academic dishonesty or because of an offense that harmed or had the potential to harm others since your original application to the University of Michigan-Flint?  Yes  No

Have you ever been convicted of a criminal offense other than a minor traffic violation or been found to be delinquent by a juvenile court since your original application to the University of Michigan-Flint, or are there such charges currently pending against you at this time?  Yes  No

If you answer yes to either of these questions, you must submit a full explanation.

I certify that all the information given in this application is true and complete. I understand the University of Michigan may verify any information I have provided. Falsification or omission of information or credentials may result in the withdrawal of my application or in the revocation of admission, financial reward, or registration. I understand that all credentials I submit become the property of the University of Michigan.

Signature ____________________________ Date ____________________________
Print Name ____________________________