

Welcome to Part Five of the How to Choose a Major video series, Change of Program process! My name is Deirdre Mooney and I'm an academic advisor for exploratory students in the Student Success Centre. My role is to support all undergraduate students who are exploring their undergraduate degree options.

In this video, I will discuss the Change of Program Process and some general information to be aware of. If you are still exploring your degree program options, check out the other videos in their series and download the How to Choose a Major workbook from the Exploratory Advising Workshops website. A Change of Program is a request to make any change to your current degree program.

The application is a webform located under the Program & Advising Info tab on your Student Centre in the MyUCalgary portal.

The free webform is available from October 1 to February 1 each academic year, and the change will take effect for the upcoming Fall semester.

Since the Change of Program application only allows students to select one program choice per year, if you submit a Change of Program application and do not meet the admission requirements, you would remain in your current degree program. You could submit an application again the following year.

As mentioned, the Change of Program application must be used to make any change to your current degree program, whether adding a minor, certificate or combined degree, or changing your degree program entirely.

While the Change of Program application is an easy and free webform, it is still an application process where students must meet admission requirements.

Be sure to check the admission requirements of your desired program before submitting the Change of Program application to know how to become an eligible applicant. All degree programs require students to have completed the required high school courses regardless of their university experience.

Some degree programs have specific university-level courses as prerequisites for admission, but most do not.

And, all degree programs require students to meet a competitive admission average either on their high school courses or their university-level GPA.

Which average is used depends on how many university-level courses a student has completed by the end of the Fall semester in the year of application. Again, be sure to check these requirements before submitting the application. For most programs, a Change of Program application is evaluated once using the Fall semester and prior grades.

A university GPA for admission purposes is calculated on a minimum of 12units, or 4 courses, to a maximum of 30units, or 10 courses.

A university GPA for admission purposes is calculated on a minimum of 12units, or 4 courses, to a maximum of 30units, or 10 courses. Again, be sure to check the admission requirements and how you will be evaluated based on your current coursework. Remember to discuss your plans with a Program Advisor in your desired faculty. Or, meet with Exploratory Advising in the Student Success Centre if you are still unsure of your plans. Thanks for watching Part Five: Change of Program Process! Check out the Exploratory Advising Workshops website to watch the other videos in this series and download the How to Choose a Major workbook. Good luck with your exploration!