

INSTRUCTIONS: This form updates the status of current Graduate/Post-Baccalaureate students. Students **may not** add degree, credential, or certificate programs using this form; they must apply for admission to programs during regular admission periods. The faculty graduate advisor will complete this form and obtain a signature from the College Associate Dean (or designee). The completed form can be emailed to records@calstatela.edu or submitted to the A&R Center on the 1st floor of the Student Services Building.

Part 1: To be completed by the FACULTY GRADUATE ADVISOR

Student Last Name(s), First and Middle Names CIN #

CalStateLA.edu Student Email Address Phone Number

CURRENT Graduate Degree, Program, and Option

Master's	Change Master's degree status from Conditionally Classified to Classified (G2)
	Discontinue Master's Program – student is no longer pursuing this program*
Doctorate	Change Doctorate degree status from Conditionally Classified to Classified (G7)
	Change Doctorate degree status to Advance to Candidacy (G8)
	Discontinue Doctorate Program – student is no longer pursuing this program*
Credential/Certificates	Discontinue the Credential/Certificate – student is no longer pursuing this program*
Academic Standing	Place student on Academic Notice*
	The student is Academically Disqualified*
	Place the student in good academic standing

Graduate Advisor or Department Chair Name Signature Date

Part 2: To be completed by the COLLEGE ASSOCIATE DEAN (or Designee)

Approved by:

College Associate Dean or Designee name Signature Date

*Evidence of written communication to student must accompany this form (email, letter, etc.)