UNIVERSITY OF CENTRAL FLORIDA
REGISTRAR'S OFFICE
CATALOG YEAR CHANGE FORM

Return completed form to:
Registrar's Office
Millican Hall Room 161
407.823.3100 | registrar@ucf.edu

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POLICY

A student must graduate under the provisions of any UCF catalog in effect since the student began continuous enrollment at UCF. However, students transferring from Florida public community colleges or state universities may use the UCF catalog in effect at the time they began the most recent period of continuous enrollment in academic good standing at any of the Florida public institutions.

Continuous enrollment is defined as being enrolled in classes without a break of two or more consecutive regular semesters (i.e., fall and spring, or spring, summer and fall). Continuous enrollment is automatically broken when a student moves from one transfer institution to another following academic disqualification or exclusion.

Students must use a single catalog and not a combination of catalogs for graduation. In cases when required courses are no longer taught by the university, the appropriate department, college or university office may designate a reasonable substitute.

- If students wish to change their catalog for graduation, they should first discuss with their advisors how such a change would affect university, college and major requirements.
- If students decide to request a change, they should fill out the form below. The completed form should be submitted to the Registrar's Office.

FORM REQUIREMENTS

This form is for **UNDERGRADUATE STUDENTS ONLY** and must be complete to change your catalog year (requirement term) of graduation.

Students must do the following to complete the form:

1. Fill out all sections
2. Obtain their Department or Advisor Signature.
3. Provide their own signature before submitting or returning the document to the Registrar's Office.

INFORMATION

UCFID

Name (First, Middle, Last)

Phone Number

Campus Email Address   @knights.ucf.edu

Address

City   State   Zip

College (Program)   Major (Plan)

Current Catalog Year   Changing Catalog Year to

SIGNATURES

Student Signature   Date

Department or
College Authorizer   Date

Printed Name   Signature

REGISTRAR ONLY	Approved	New Requirement Term
	Not approved comments	Signature
		Date