

UNION
GRADUATE
COLLEGE

LOAD INTENT/PROGRAM CHANGE FORM

I _____ would like
Name

to change my status to: ___Part Time Student ___Full Time Student

to change my program/major from: _____

to: _____

Please read the following differences between part-time and full-time students:

Financial Aid:

Financial aid is quite different for these two categories.

Internships (School of Management and Education only):

Full Time: Internships are required. A waiver can be granted to students working full-time. This would be issued by their advisor or the internship coordinator.

Part Time: Internships are not generally required.

Health Services:

Full Time: Proof of Immunization must be submitted before the start of classes.

Part-Time: Proof of immunization must be submitted within 30 days of registering for course.

Health Insurance:

Full-Time: Insurance is required, but can be waived with a simple waiver form if you already have coverage.

Part-Time: You are not eligible for insurance

LIM* Students only (Leadership in Medicine – joint program Union College/UGC/Albany Medical College)

Tuition payments: MBA candidates pay Union Graduate College for six (6) courses

- Spring of Senior (Union College) Year (3 courses at current MBA rate)
- Summer following Senior(Union College) Year (3 courses at current MBA rate)

LIM to 5 Year:

Note: If you have already taken 3 courses through the joint program (both academically and financially). The courses you take at UGC from this term forward are payable to UGC and are not covered through the joint program.

I have read the above and agree to the changes that my status requires:

Signature

Date

Cc: Advisor

Financial Aid (load change only)
Internship Advisor (load change only for School of Management)
Health Services (load change only)
Admissions Director
Union College Registrar (LIM only)*

*LIM students – a copy will be forwarded to Union College Registrar