



# MADISON COLLEGE ADMISSIONS

## Liberal Arts Program Plan Change

**INSTRUCTIONS** - This form is to be submitted by the student in request of a change in plan from Arts, Science or Engineering within the Liberal Arts program.

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### STUDENT INFORMATION:

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Student ID \_\_\_\_\_

### PROGRAM INFORMATION:

Current Plan     Arts     Science     Engineering Emphasis

Plan Requested     Arts     Science     Engineering Emphasis

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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**Please sign and submit your completed form in-person to the Enrollment Center - Truax, or Enrollment Center - Downtown Campus, Room D117; or submit by mail or fax to:**

**Address:** Enrollment Center  
Madison College  
1701 Wright Street  
Madison, WI 53704

**Fax:** (608) 243-4353

**Please allow up to 7 business days to process a Liberal Arts Program Plan Change.** Requests are reviewed in order they are received.

To verify that your request has been processed, please sign on [myMadisonCollege](http://myMadisonCollege) and perform an Academic Requirements Report (formally Degree Audit Report) through your Student Center. For step-by-step instructions, please view the Academic Requirements Report tutorial available at [madisoncollege.edu/tutorials](http://madisoncollege.edu/tutorials).

**Questions?** For further assistance with this form, search FAQs or submit a question on [askMadisonCollege](http://askMadisonCollege), phone (608) 246-6210 or visit the Enrollment Center in person at the Enrollment Center, Truax. You may also seek assistance from an advisor or counselor.

*Enrollment Center - Admissions Use Only:*

Staff Name \_\_\_\_\_ Staff Title \_\_\_\_\_ Date Processed \_\_\_\_\_