

UNDERGRADUATE STUDENT REQUEST TO DISCONTINUE COLLEGE/SCHOOL PROGRAM

For current multiple-degree-seeking students only



Preparing people to lead extraordinary lives

Students who are currently enrolled in two schools (programs) within Loyola and who wish to discontinue one of the programs must complete this form and submit it to the College/School dean's office of the program they are requesting to discontinue.

1. Name: _____
Last First Middle

2. Student ID Number: _____ 3. Loyola E-mail Address: _____

4. Permanent Address: _____
Number and Street City State ZIP Code / Country

5. Perm. Phone: (_____) _____ 6. Cell Phone: (_____) _____
Area Code Number Area Code Number

7. I am concurrently enrolled in the following schools (check all schools in which you have a *Major* declared):

- ☐ College of Arts and Sciences
Major(s): _____
- ☐ Engineering Science
Major: _____
- ☐ Institute of Environmental Sustainability
Major: _____
- ☐ Marcella Niehoff School of Nursing
Major: _____
- ☐ Parkinson School of Health Sciences and Public Health
Major: _____
- ☐ Quinlan School of Business
Major(s): _____
- ☐ School of Communication
Major: _____
- ☐ School of Education
Major: _____
- ☐ School of Social Work
Major: Social Work

8. I wish to discontinue enrollment/majors in the following school:

- ☐ College of Arts and Sciences
- ☐ Engineering Science
- ☐ Institute of Environmental Sustainability
- ☐ Marcella Niehoff School of Nursing
- ☐ Parkinson School of Health Sciences and Public Health
- ☐ Quinlan School of Business
- ☐ School of Communication
- ☐ School of Education
- ☐ School of Social Work

9. Total number of credit hours earned: _____

10. *Minors* I wish to maintain or declare: _____

Signature: _____ Date: _____

Please return this form to the office of the College/School which you are requesting to discontinue:

College of Arts & Sciences
Sullivan Center 235, LSC
Lewis Towers 930, WTC
CASLOYOLA@LUC.edu

Engineering Science
Cuneo Hall 321, LSC
EngineeringScience@LUC.edu

Institute of Environmental Sustainability
BVM Hall 300,
LSC IES@LUC.edu

Marcella Niehoff School of Nursing
BVM Hall 800, LSC
SONAdvising@LUC.edu

Parkinson School of Health Sciences & Public Health
SHSPHAdvising@luc.edu

Quinlan School of Business
Schreiber Center 320, WTC
QuinlanUBUS@LUC.edu

School of Communication
51 E. Pearson, 2nd Floor, WTC
SOCAdvising@LUC.edu

School of Continuing & Professional Studies
Lewis Towers 401, WTC
SCPS@LUC.edu

School of Education
Lewis Towers 11th Floor, WTC
SOEAdvising@LUC.edu

School of Social Work
Maguire Hall 5th Floor, WTC
SOWK-Advising@LUC.edu

FOR OFFICE USE ONLY:

Received by: _____ Date Received: _____

- ☐ File/documents, if any, uploaded to DocFinity
- ☐ Check for MINR plan(s) under Program that is being discontinued; move MINR plan(s) to remaining Program
- ☐ Discontinue program in Student Program/Plan
- ☐ Review/updated Academic Advisor assignments
- ☐ Add LOCUS Comment