



School of Computing,
Data Sciences & Physics

Change Credit Hours Form

To change credit hours for multiple courses, use a separate form for each change.

International students should consult with a Reves Center advisor before submitting this form if changing credit hours will drop the number of registered hours below nine credits.

Instructions

Signatures required before returning the form:

- Student;
- Course instructor
- Director of Graduate Studies or Chair/Program Director of the student's graduate program.

Note: The Director of Graduate Studies may attach comments or reasons for the changes requested; for any retroactive changes (i.e., changes after the end of the semester or for a previous semester), the DGS *must* attach an explanation, as well as grades when applicable.

For timely processing please ensure that this form is completed correctly and is received by all necessary stakeholders (program administrators must receive a copy for tracking purposes). Please confirm that the correct email address is entered for each recipient. If you are unsure of correct contact information for any recipient, feel free to reach out to your program for assistance.

Deadline: Form is due before the last day of classes.



School of Computing, Data Sciences & Physics

Change Credit Hours

Student's Name: R.T. Griffin Banner ID #: 939999999

Dept./Program: Physics Degree: ☐ M.S. ☒ Ph.D.

Year: 2026 Semester: ☐ Fall ☒ Spring ☐ Summer

Course Title: A Really Interesting Course

Course CRN# 12345 Dept./Prog PHYS No. 800 Section: 01

Credits Change From: 3 Credits Change To: 6

Student Signature _____ Date _____

Instructor Signature _____ Date _____

Director of Graduate Studies or Chair/Program Director: Print Name | Signature _____ Date _____

Assistant Dean for Graduate Studies Signature _____	Date _____	Processed _____
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