

College of Architecture

Request for Change of Major and External Transfer Admissions

Change of Major and External Transfer Admissions

Change of major request is only considered for fall semester entry. Students currently enrolled in UTSA who wish to transfer to one of the COA academic majors must submit a "Request for Change of Major and External Transfer Admissions" form to the Associate Dean for Academic Affairs and Undergraduate Studies by the first Monday in March. Admission to the COA academic programs is limited. Change of major and external transfer students without course work in one of the degree programs must include their GPA and letter of interest in their application packages. External GPA will be based on transcripts and internal GPA will be based on most recent GPA.

External transfer applicants from outside UTSA who wish transfer to one the COA academic majors with advanced standing must comply with the Foundation Year Program and Gateway requirements and must submit a "Request for Change of Major and External Transfer Admissions" form to the Associate Dean for Academic Affairs and Undergraduate Studies by the first Monday in March for review and consideration for advanced standing. External transfer applicants who have completed architecture course work elsewhere must submit application packages that include their official transcripts with CUM GPA, letter of interest, and a portfolio of studio work for students transferring into architecture and interior design.

Name: _____ Student ID: @ _____

Phone number: ____ / ____ / ____ UTSA Email: _____

Classification: ___ Freshman ___ Sophomore ___ Junior ___ Senior

Check one: ___ Change of Major ___ External Transfer Admission

Current major, year level, and Institution:

_____ / _____ / _____

Request change to COA pre-major.

Select one: ___ Pre-architecture/ ___ Pre-interior Design/ ___ Pre-construction Science, and Management

Request external transfer admission to major.

Select one: ___ Pre-architecture/ ___ Pre-interior Design/ ___ Pre-construction Science, and Management

Student signature: _____ Date: _____

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Change of Major: ___ Request approved/ ___ Not approved

External Transfer: ___ Request approved/ ___ Not approved; conditions of placement follow below

Department Chair/Program Coordinator Signature

Date