



STUDENT INFORMATION			
Student Name:		Student ID Number:	
Telephone:		Current Track:	

COURSE INFORMATION		
I, the undersigned, request a track change beginning (select year/term below):		
<b>Select Requested Action:</b>	<b>Term</b>	<b>Year</b>
<input type="checkbox"/> Permanent Track Change: From Track _____ to Track _____	<input type="checkbox"/> Fall	_____
<input type="checkbox"/> Temporary Track Change: From Track _____ to Track _____ (One Quarter Only)	<input type="checkbox"/> Winter	_____
<input type="checkbox"/> Attend One Session only with a different Track: Track _____ Session Dates _____	<input type="checkbox"/> Spring	_____
Reason for Request:	<input type="checkbox"/> Summer	_____

<input type="checkbox"/> Approved <input type="checkbox"/> Denied <b>Comments:</b> _____ _____ _____ _____	<b>Required Signatures:</b> If emailing form, student must submit this form from their My.Pacifica.edu student email account.
	Student _____ Date _____ <input type="checkbox"/> I certify that my typed name is my authorized signature
<b>Acceptable documented criteria for track changes:</b> <ul style="list-style-type: none"> <li>• Disasters or weather/climactic conditions which make travel impossible or risky</li> <li>• Medical or pregnancy-related issues</li> <li>• Required work obligations or programming for approved practicum placements (e.g., supervision, trainings etc.).</li> </ul> <b>Submit completed form to Registrar's Office</b> <b>Fax Number: 805.565.3804 or Scan/email to registrar@pacifica.edu</b> <b>Revised 8/2019</b>	Registrar _____ Date _____  cc: Program Administrator _____ Program Chair/Co-Chair _____, _____ Student Affairs Coordinator _____ Faculty _____, _____ Housing _____ Financial Aid Office _____ Student Accounts _____