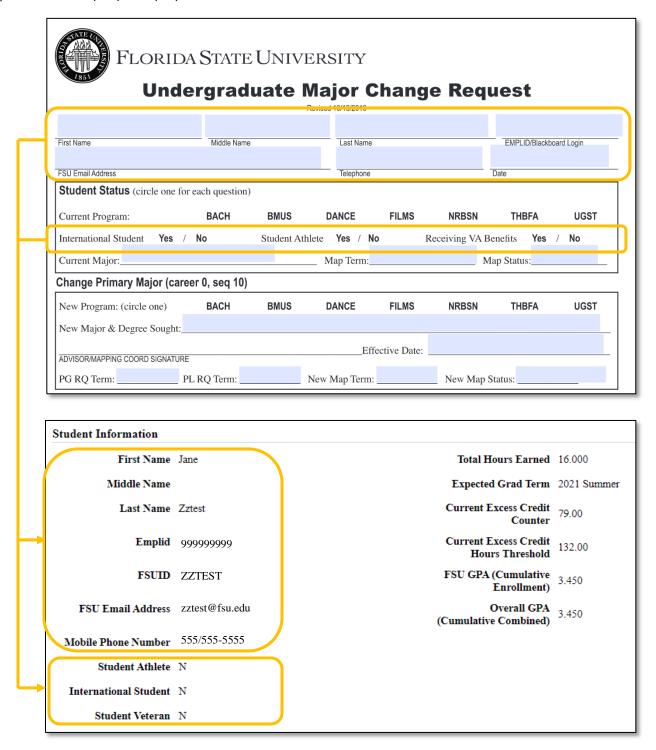
# Appendix: Undergraduate Program/Plan Change Comparison Document

#### **Student Information**

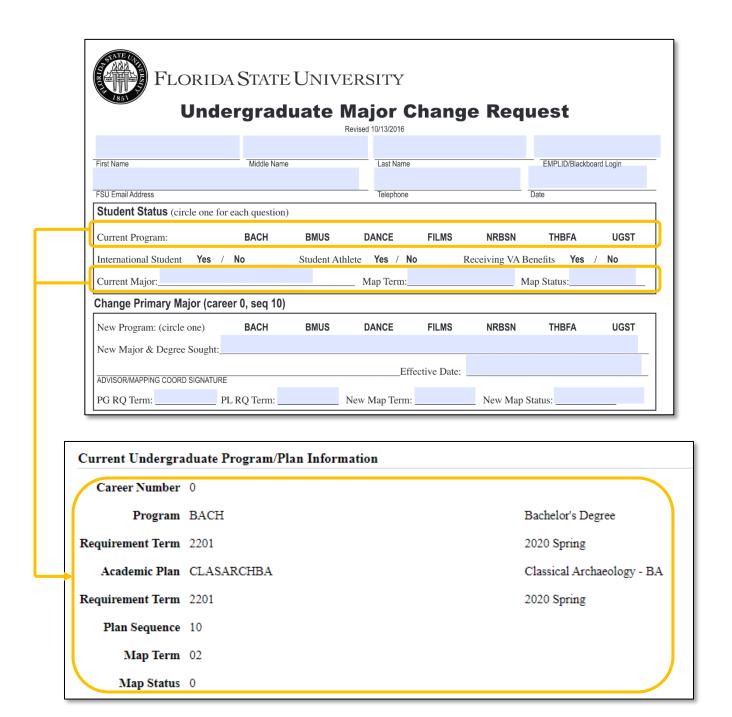
**Student name** and **contact information** that previously had to be filled in on the paper form will auto-populate in the online form within the **Student Information** section. Additional academic data on the student's **Total Hours Earned**, **Expected Grad Term**, **Excess Hours**, **FSU GPA** and **Overall GPA** will also auto-populate in the UPPC form.

For students who are **international students**, **student athletes** or receiving **VA benefits**, this information will autopopulate with a **Y** (Yes) or **N** (No) indicator in the **Student Information** in the UPPC form.



## Current Program/Plan Information

Information on the student's current academic program and plan that was previously filled in under the **Student Status** section of the paper form will auto-populate in the **Current Program/Plan Information** section of the UPPC form.

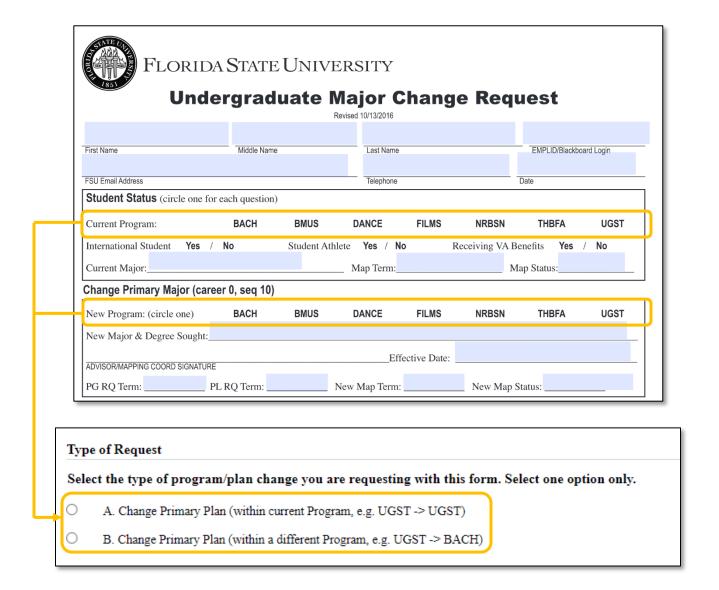


#### Academic Program Change Requests

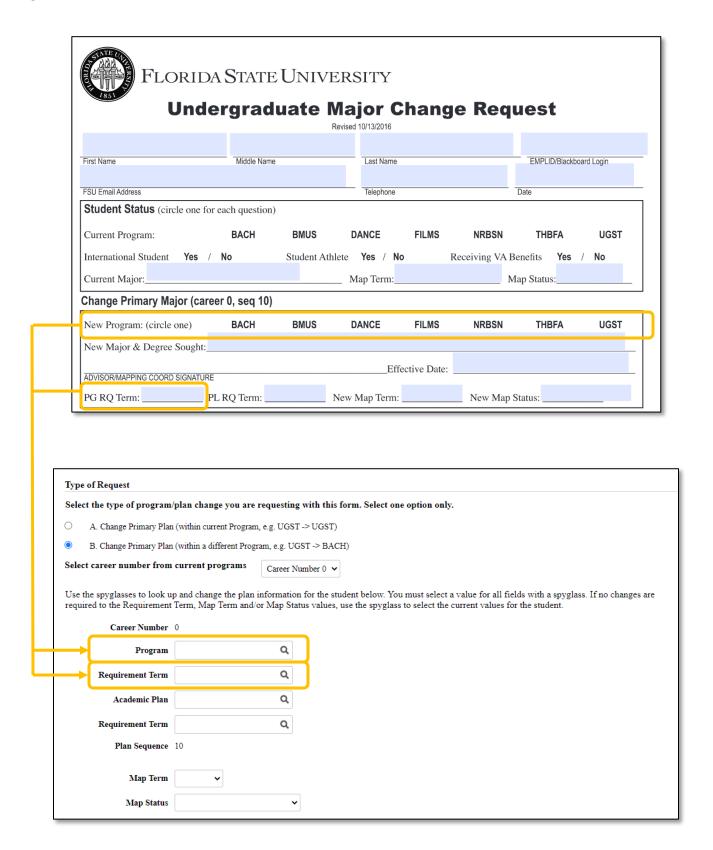
Under **Type of Request**, select the type of change being requested: **Option A** or **Option B** depending on if you are requesting a change to the student's academic program (i.e: UGST to BACH; BMUS to UGST; etc.).

These options correspond to the **Current Program** and **New Program** fields that reside on the paper form:

- If you would circle the same program for both the **Current Program** and **New Program** on the paper form, then you select **Option A** in the online form.
- If you would circle a different program for the **New Program** from the **Current Program**, you select **Option B** on the online form.

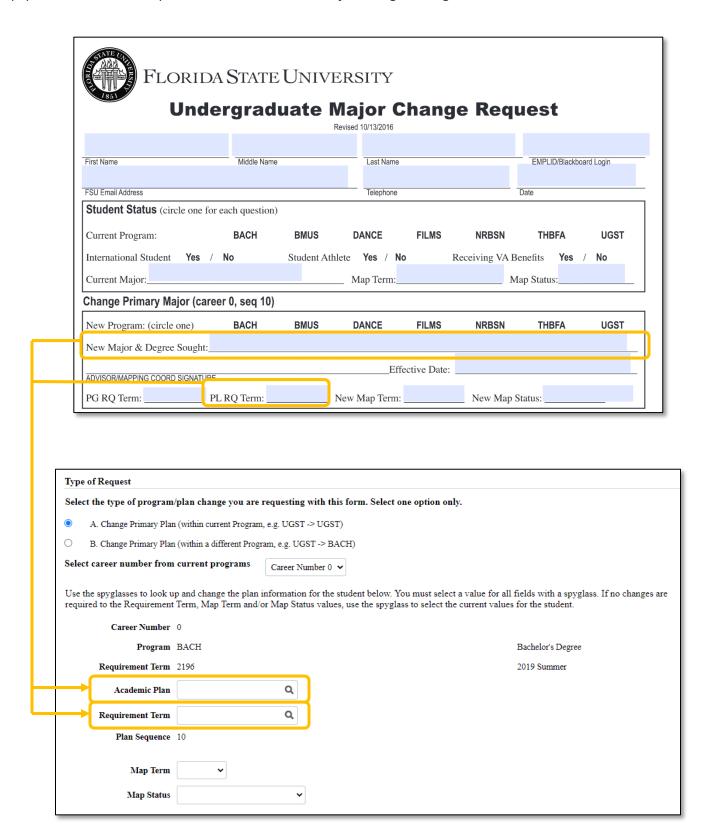


If you select **Option B** to change both the Program and the Plan, enter the values in the **Program** and the **Requirement Term** fields for the new program that is being requested. In the paper form, these correspond to the fields for **New Program** and **PG RQ Term**.



#### Academic Plan Change Requests

Enter the values in the **Academic Plan** and the **Requirement Term** fields for the new plan that is being requested. In the paper form, these correspond to the fields for **New Major & Degree Sought** and **PL RQ Term**.



### Map Term/Status Change Requests

If the student is subject to Mapping for the career selected, enter the **Map Term** and **Map Status** the student should have in the new plan. In the paper form, these correspond to the fields for **New Map Term** and **New Map Status**.

**Note:** For students who are not subject to Mapping, the **Map Term** and **Map Status** fields will not populate in the UPPC form.

