

**SENIORS  
LAST YEAR**

**AMERICAN UNIVERSITY OF SHARJAH**  
*Office of the Registrar*

**Change of Academic Catalog Form**

Official use only:

- This request form is to be completed by students who are interested in using a different academic catalog to fulfill the graduation requirements. Only after an **application for graduation** and **this request** form has been made can the office of the Registrar begin processing the necessary information for final clearance for graduation. (You must check that your major is the correct one on the system through browsing your banner account).
- The graduation requirements for any individual student are determined either by the catalog that was effective when the student joined AUS or changed majors; or the catalog effective for the academic year when the student graduates.
- A student's "Catalog Year" denotes which specific set of regulations will apply to that student. Unless altered, a student's catalog year is the year when the student first matriculated (**became freshman**) to study at AUS.
- If a student does not complete his/her graduation requirement by the end of this Academic year of this catalog then this application is void and the student is bound to fill out another application for the following academic year.
- Once a student receives approval for changing the catalog used for graduation, he/she **cannot** return to their year of matriculation catalog.
- It's the student's responsibility to check on the Banner Web for verification of modification run for the catalog term.

**PLEASE FILL COMPLETE THE FORM AND SUBMIT IT TO THE OFFICE OF THE REGISTRAR**

Full name	_____	_____	_____
	First	Father or Middle	Grandfather
	_____	_____	_____
	_____	_____	_____
	Present College/ School	Degree (e.g. B.Sc.)	Present Major ( <i>and</i> Concentration if any)
	_____	_____	_____
	Student's ID	Student's Gender	

➤ I wish to follow the catalog of \_\_\_\_\_ (e.g. 2003-2004) academic year complete my graduation requirements and I certify that answers to the forgoing items completed by me are to the best of my knowledge, true, complete and correct.

Student's signature :	Date: ____/____/____. <small>DD MM YYYY</small>
Verification of the expected semester of graduation from the Registrar's Office:	Initials: _____ Date: ____/____/____. <small>DD MM YYYY</small>
Signed approval from the Dean/Associate Dean:	Signed Approval from the Advisor's:
Office of the Registrar signature :	Date of modifications entered: ____/____/____. <small>DD MM YYYY</small>

***Keep this Part for reference***

Student's signature :	Date: ____/____/____. <small>DD MM YYYY</small>
Office of the Registrar's signature :	Date: ____/____/____. <small>DD MM YYYY</small>