

**FOR THOSE SEEKING A TECHNICAL CERTIFICATE OR  
NOT WISHING TO DECLARE A MAJOR AT THIS TIME**

**WARNING-**In order to be eligible for Tennessee Lottery (Hope) Scholarship you must be seeking an Associate's degree. If you are receiving this scholarship and wish to declare a "double major" (both your current degree and this new certificate) please check this box \_\_\_\_\_ .

[1] Students should consult with an Academic Advisor before completing this form!

[2] If you have already filed an "Intent to Graduate" or "Request for Technical Certificate", and need to change your program for graduation, please email the records office. Do NOT submit this form to change your graduation information!

[3] Majors are changed for currently enrolled students submitting this form on or before the last day of finals for the current term. **Forms submitted for a term that has ended must be approved by Financial Aid and Records.** For applicants, the change of major will apply to your admissions application term.

[4] Student's Name \_\_\_\_\_

[5] Student's ID Number \_\_\_\_\_ Student's Phone Number (\_\_\_\_) \_\_\_\_\_

[6] Indicate your new major by completing **ONLY ONE** of the sections below. DO NOT COMPLETE MULTIPLE SECTIONS or form cannot be processed.

[7] Student signature (required for processing) \_\_\_\_\_ Date \_\_\_\_\_

**Columbia State Community College – TECHNICAL CERTIFICATE PROGRAMS**

- |                                                                               |                                                                    |
|-------------------------------------------------------------------------------|--------------------------------------------------------------------|
| <input type="checkbox"/> ACCELERATED Advanced Emergency Med Tech (1 semester) | <input type="checkbox"/> EMT-Paramedic (1 year)                    |
| <input type="checkbox"/> Advanced Emergency Medical Technician (1 semester)   | <input type="checkbox"/> Emergency Medical Technician (1 semester) |
| <input type="checkbox"/> Business                                             | <input type="checkbox"/> Engineering Systems Technology            |
| <input type="checkbox"/> Commercial Entertainment                             | <input type="checkbox"/> Film Crew Technology                      |
| <input type="checkbox"/> Computed Tomography                                  | <input type="checkbox"/> Fire Science                              |
| <input type="checkbox"/> Computer Networking                                  | <input type="checkbox"/> Hospitality and Tourism Management        |
|                                                                               | <input type="checkbox"/> Web Design Mobile Technologies            |

**NON-DEGREE: NO MAJOR** (This category is not eligible for financial aid, VA benefits, or athletic eligibility)

- Non-degree (not working towards a degree or certificate)
- Transient student (attending Columbia State for one semester then returning to my current college)

**OFFICE USE ONLY FOR PROCESSORS:** Intent: NA Review  (give form to Records if "Review" is circled)

Is the student currently a DEGREE major and checked the box above that they are receiving TN Hope? Y N (give form to Records if "Y" is circled)  
Once form can be processed then continue below

VA: NA Review  (give copy to Financial Aid if "Review" is circled)

Changing FROM degree TO NONE/Cert? Y N (give copy to Financial Aid if "Y" is circled)

If changing FROM NONE: Placement need? Y N • Documents? NA HS Coll ACT Other\_\_ • Admit Type\_\_\_\_ Student Type\_\_\_\_

Date changes made \_\_\_\_\_ Initials \_\_\_\_\_ • DATE SENT TO DIVISION: \_\_\_\_\_ **Form COSCC-SB1c-COM-05-06-19**

**ACADEMIC DIVISION USE ONLY:** New Advisor \_\_\_\_\_ Date Assigned \_\_\_\_\_ Initials \_\_\_\_\_