



# Lancaster Theological Seminary

## REQUEST FOR TRANSFER OF MASTER'S DEGREE PROGRAMS

Students who have already been accepted into the M.Div. or MA(R) program at Lancaster Seminary, are making satisfactory academic progress and are in good financial standing, may apply to change from the M.Div. to MA(R) or MA(R) to M.Div. degree program by following these steps.



**NOTE:** Making this change may affect your financial aid eligibility. See the *LTS Financial Aid Handbook* for further information

Before submitting this form to the Admission Office...

1. Meet with your faculty advisor to discuss your vocational goals, review the requirements for the new degree (see Sections 14 and 15 of the *Student Handbook*), to request your advisor's signature on this form and a statement of endorsement to be included with this form.
2. Attach an updated Admissions statement explaining the change in your vocational goals and direction. (minimum 1 page)
3. Meet with and secure the recommendation of the Director of Admissions and Financial Aid who should sign this form.
4. Updated references supporting your change of degree request may be required. (pastor, judicatory)
5. Submit completed and signed form with required documentation to the Admissions Office for processing.
6. Your seminary student account will be charged the prevailing administrative fee to process the change of degree.

Full Name:			
Permanent Mailing Address: (including zip code)			
Telephone: (including area code)	Home:	E-mail:	
	Work:		
	Cell:		

Request change from



MA(R) ⇒ M.DIV.



M.DIV ⇒ MA(R)

<b>Complete this section only if denomination has changed since first application.</b>	Name of Home Church:
	Denomination:
	Church Mailing Address:
	Name of Pastor:

⇒ Statement of support from Advisor:  
(attach separate page if needed)

⇒ Signature of Advisor:	Date:
⇒ Signature of Student:	Date:

### SUBMIT SIGNED FORM WITH REQUIRED DOCUMENTATION TO ADMISSIONS OFFICE.

>> DO NOT WRITE BELOW THIS LINE <<					
Request to change degree is:	<input type="checkbox"/> Recommended	<input type="checkbox"/> Not Recommended	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Effective Date:
Director of Admissions & Financial Aid	Date	Vice President of Academic Affairs and Dean of the Seminary	Date		

Distribution:                      Academic File                      Student                      Advisor                      Admissions & Financial Aid