

# PETITION FOR CHANGE IN ENROLLMENT PATTERN (D-PLAN)

Return to the Office of the Registrar, 105 McNutt

**Request for:** (Check all that apply)

\_\_\_\_\_ Five-Year Enrollment Pattern

\_\_\_\_\_ More than Twelve Terms Enrolled

\_\_\_\_\_ Senior Year Residence Waiver

I am requesting that my last term in residence (R) be \_\_\_\_\_ term. Check one of the following:

\_\_\_\_\_ I will take a leave term my last term prior to graduation. I plan to graduate \_\_\_\_\_ term.

\_\_\_\_\_ I will graduate the term indicated above and receive my degree. My status will change from student to alumnus/a.

**Name:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**ID No:** \_\_\_\_\_ **Class Year:** \_\_\_\_\_ **Hinman Box:** \_\_\_\_\_

The following documents are required. Attach to this form a:

\_\_\_\_\_ copy of your current D-plan. Go to Banner Student (<http://www.dartmouth.edu/bannerstudent>) to print a copy.

**Circle those terms you're requesting a change and write the appropriate code (see back of sheet) next to that term;**

\_\_\_\_\_ revised and signed major card in support of your proposed plan;

\_\_\_\_\_ DegreeWorks audit. Go to Banner Student (<http://www.dartmouth.edu/bannerstudent>) to print a copy.

Depending on the your circumstances, the petition may include a letter of support from your advisor, medical authority, employer or other Dartmouth official.

Reason for request:

Student's Signature \_\_\_\_\_

You are strongly encouraged to seek counsel from appropriate college officials in the International Office, Physical Education Department, Financial Aid Office as well as academic advisors to ensure that they are fully aware of the impact of making this D-plan change.

Reviewed by (Registrar's Office) \_\_\_\_\_ Date \_\_\_\_\_

-----DO NOT WRITE BELOW THIS LINE-----

\*\*\*\*\*

**Approved:** \_\_\_\_\_ **Comments:** \_\_\_\_\_

**Not Approved:** \_\_\_\_\_

**Office of the Registrar:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*\*Please note: Approval of your petition is not an approval to waive the \$100 late change of enrollment fee.\*\***

## **D-PLAN CODES**

**R** = residence (enrolled in courses in Hanover)

**O** = off campus program [Dartmouth FSP (foreign study program) or LSA (language study abroad program)]

**X** = exchange program (one of the College's exchange programs)

**T** = transfer (transfer term from a pre-approved institution)

**L** = leave (vacation, employment or internship)

## **FIVE YEAR AND MORE THAN TWELVE TERMS IN RESIDENCE**

“Five year patterns will not normally be approved until a student has progressed at least well into the sophomore year and has filed a major card.” “Scholarship students continue to receive aid throughout their undergraduate years, **up to a maximum of twelve terms**, as long as their need continues.”

<http://dartmouth.smartcatalogiq.com/2012/orc/Regulations/Undergraduate-Study/Requirements-for-the-Degree-of-Bachelor-of-Arts/Enrollment-Patterns>

## **SENIOR YEAR RESIDENCE WAIVER**

“Exemptions from this senior year residence requirement will be made only when it can be demonstrated that such a change will significantly enrich the student’s academic program, as, for example, through participation for a term in a Dartmouth-sponsored Off-Campus Program, or to avoid a serious personal or health problem...Senior waiver petitions must be accompanied by revised major cards.”

<http://dartmouth.smartcatalogiq.com/2012/orc/Regulations/Undergraduate-Study/Requirements-for-the-Degree-of-Bachelor-of-Arts/Enrollment-Patterns>