



## CHANGE OF TERM FORM

I have been admitted to West Virginia University and would like to change my admission term. I am an incoming \_\_\_\_\_ freshman student \_\_\_\_\_ transfer student.

\_\_\_\_\_ **change to** \_\_\_\_\_  
Current Term Term

Name: \_\_\_\_\_  
Last First M

Mailing Address: \_\_\_\_\_  
Street City State Zip

WVU Student ID Number: \_\_\_\_\_ Birthdate: \_\_\_\_\_  
MM/DD/YY

If currently enrolled, list institution(s) and dates of attendance:

\_\_\_\_\_

List courses:

\_\_\_\_\_  
\_\_\_\_\_

\*You need to submit an updated transcript showing completed term.

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If you have paid the Housing Deposit, you need to contact the Housing Office - [wwuhousing@mail.wvu.edu](mailto:wwuhousing@mail.wvu.edu)

If you have been awarded Financial Aid/Scholarship, you need to contact the Financial Aid Office - [finaid@mail.wvu.edu](mailto:finaid@mail.wvu.edu)

Please print this form, and fax or mail to:

Mail: Office of Admissions  
P.O. Box 6009  
Morgantown, WV 26506-6009

Attn: Undergraduate Admissions  
Fax: 304-293-8832

You may also complete the form online, attach it to an email and send to: [KAGuynn@mail.wvu.edu](mailto:KAGuynn@mail.wvu.edu)

**Note:** Freshman students may still need to send a final high school transcript showing graduation and senior grades.

\_\_\_\_\_  
Signature (if faxing or mailing)

\_\_\_\_\_  
Date

You will receive confirmation from the Office of Admissions that your term has been changed. If you have questions, please contact Freshman Admissions at 304-293-2121.

A student's application is only active for one year. If your application is over one year old, you will need to submit a new application.

If you were admitted as a freshman student, and are now attending a college or university, you will need to submit a new application as a transfer student.