

Online Programs:

Change of Delivery (F2F to Online)

Version 3a (Last updated **September 10th, 2021**)

This Change of Delivery (COD) form is intended only for students already admitted to or active in the face-to-face (F2F) format of a program also available online, *except* for the RN-to-BSN, which has a separate form (found here: www.millersville.edu/onlineprograms/forms.php#COD).

You must see your advisor to discuss your options before completing this form.

This form must be completed & signed *by hand* by the student. Signatures of approval from the your advisor, **program coordinator**, and Dept. Chair must be provided. Once completed, your form must be submitted to the Office of Online Programs; either in-person (Lyle Hall, Rm. **212**), or **via email** to OnlinePrograms@millersville.edu. If emailing, it must be sent from your Millersville email address, or the one provided to Admissions on your application.

If you have any questions at all, please contact the Office of Online Programs by email at OnlinePrograms@millersville.edu or by telephone at (717) 871-7200.

Full Name: _____

(Format: First Middle Last)

MU ID#: _____

(E.g., M01234567)

Birthdate: _____

(Format: MM/DD/YYYY or Month DD, YYYY)

Email Address: _____

(If submitting via email, must match the email address from which you will be sending this form)

Current Program: _____

Preferred Starting Term: _____

(BSN students must use form linked at top of page)

(E.g., Spring 2019. We will accommodate this if possible)

Student Signature

(By signing below, you indicate your desire to switch delivery format to 100% online)

Date

Advisor Signature

(You must meet with your advisor before submitting this form to Online Programs)

Date

Program Coordinator Signature

Date

Advisement Notes: _____

(For advisor or Chair use only)

Department Chair Signature

Date
