

Department: please copy and paste this information to your letterhead.

Date, 2016

To Whom It May Concern
Embassy of Saudi Arabia
Cultural Mission to the USA
8500 Hilltop Road #4033
Fairfax, VA 22031

Request Type: MAJOR CHANGE -or- TRANSFER IN REQUEST

Student:
SACM ID #:

Admitted to Kansas State University:
Current Field of Study: Bachelor in
Proposed Field of Study: Bachelor of
Proficient in English: yes

Total Credits required to complete program of study
Total number of credits completed including transfer
Total number of completed developmental/Pre-requisite credit (if any)
Total credits transferred from _____ University
Total transfer credits applied to degree requirements:
Total number of credits remaining to graduate (including currently enrolled hours)
Online or hybrid credits passed

Expected date of Graduation:

Spring 2016 Semester Dates: January 19, 2016 to May 13, 2016.
University / Advisor Comments:

Please send the financial guarantee to the Sponsored Students office when the student's scholarship is approved! zwendy@ksu.edu

*Please sign with signature block and email it to student as pdf, or print for student to pick up.
Thank you!*