

OZARKS TECHNICAL COMMUNITY COLLEGE

CHANGE OF ADMIT STATUS Office of the Registrar

Submit this form to the Student Services office at any OTC location or by email to Admissions@otc.edu.

Name: _____
Last First MI

Student ID Number: _____ Phone Number: (_____) _____ - _____

Change to Visiting from Degree Seeking

Visiting Students do not plan to pursue a degree at OTC and are not seeking financial aid at OTC.

Visiting Students must acknowledge the following:

- I am acting as my own advisor and I am aware of my course requirements.
- I am responsible for ensuring I meet all prerequisites for the classes in which I enroll and for confirming the classes will transfer back to my home institution.
- I am responsible for accessing my myOTC login information and enabling my account.
- I am responsible for adhering to all registration, academic and payment deadlines published on the OTC website.
- I am not eligible for financial aid disbursements or the A+ scholarship at OTC.
- I am required to obtain an OTC Smart Card.

Change to Degree Seeking from Visiting

No form needed. Complete the change of program form at a Student Services location or online. This action notifies the Admissions Office to update your status to Degree Seeking and your enroll status will be updated accordingly.

Student Signature

____/____/____
Date

Received by/Date	Processed by/Date