

# Application for Change in Degree Type Status Form (NOD to Degree)

## Instructions

1. Navigate to the [form URL](#)
2. To find the Change in Degree Type Status Form, enter the following in the filter:
  - a. Location: New Brunswick | Piscataway
3. Send completed Application for Change in Degree Type Status Form (NOD to Degree) to [psmforms@docs.rutgers.edu](mailto:psmforms@docs.rutgers.edu) with "Application for Change in Degree Type Status Form (NOD to Degree)" in the subject line

Thank you for your form submission. This email acknowledges its receipt. The MBS staff will review its contents. Someone will contact you if any additional clarification or information is needed. You will NOT receive an email confirmation when the process is complete.

To determine whether the change from non-matriculated to matriculated degree status has taken effect, you can look at your transcript. When the change is approved the "Degree Sought" status will change from "NON-MATRICULATED " to "TERMINAL MASTERS" (see below):

The image shows two screenshots of a transcript, connected by a large black downward-pointing arrow. The top screenshot shows a filter for "Spring 2020 - SCHOOL OF GRADUATE STUDIES", the program "BUSINESS AND SCIENCE", and the "Degree Sought" field with the value "NON-MATRICULATED" highlighted by a red box. The bottom screenshot shows a filter for "Summer 2020 - SCHOOL OF GRADUATE STUDIES", the program "BUSINESS AND SCIENCE", and the "Degree Sought" field with the value "TERMINAL MASTERS" highlighted by a red box.

You can also refer to the [FAQ](#)

Please allow up to 10 business days for processing

The PSM Staff