

# 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:  
**Location:** New Brunswick | Piscataway
- 3 Send completed Application for Change in Degree Type Status Form (NOD to Degree) to [psmacademics@docs.rutgers.edu](mailto:psmacademics@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. The top screenshot is for Spring 2020 at the School of Graduate Studies, showing the program as BUSINESS AND SCIENCE and the degree sought as NON-MATRICULATED. A red box highlights the text 'Degree Sought: NON-MATRICULATED'. A large black arrow points down to the second screenshot, which is for Summer 2020 at the School of Graduate Studies, showing the program as BUSINESS AND SCIENCE and the degree sought as TERMINAL MASTERS. A red box highlights the text 'Degree Sought: TERMINAL MASTERS'.

Please allow up to 10 business days for processing.

The PSM Staff