



Campus Location Change Information

Please read the following information before submitting the attached form.

Students enrolled on the Panama City campus are not required to pay for some of the services that students on the Tallahassee campus receive. Changing campus locations will result in an increase or decrease of fees paid each semester, as well as the need to submit additional paperwork.

If a student's primary major is only offered on the Panama City campus and he/she wishes to add an additional major/degree that is only offered on the Tallahassee campus, the student must remain coded as a Panama City student. If the student's primary major is only offered on the Tallahassee campus and he/she wishes to add an additional major/degree only offered on the Panama City campus, the student must remain coded as a Tallahassee campus student. Courses offered on the other campus for the additional major/degree will need to manually be added to the student's schedule by the Registrar's office on the campus for which the student is coded.

Students changing from Panama City campus to Tallahassee campus:

- Cost of attendance will increase due to the addition of the following fees:
 - **Athletics Fee** (*Tickets for football and other athletics / access to student gym and intramural activities*)
 - **Activities and Services Fee** (*Supports student-driven organizations and services related to student activities*)
 - **Student Health Fee** (*Allows students to use the campus-based Health and Wellness Center*)
 - **Transportation Fee** (*On-campus parking permit and access to city and campus bus services*)
 - **Student Facilities Use Fees** (*For the purpose of constructing/renovating campus facilities for student services*)

To view specific fee amounts and detailed descriptions of fees, visit <http://controller.vpfa.fsu.edu/Student-Financial-Services/SFS-For-Students/Tuition-Rates>.

- Complete Health Insurance Verification Compliance:
 - Florida State University requires full-time students on the Tallahassee campus to have health insurance. You must either enroll in the University-sponsored plan or provide proof of comparable health insurance coverage to obtain a waiver. **You will not be able to continue registering for courses until this is done.**
 - For more information visit <http://studentinsurance.fsu.edu/>.
 - After the campus location change has been processed, visit the website above and click on the flashing red and black link in the top right-hand corner of the page to waive or purchase FSU's Health Insurance.
- Register for your Tallahassee campus parking decal:
 - All enrolled students are eligible for a parking decal paid for by their Transportation Fee. You may apply for your student decal online after your campus location change has been processed.
 - To register online visit <http://transportation.fsu.edu/>.

Students changing from Tallahassee campus to Panama City campus:

- Cost of attendance will decrease due to the removal of the following fees outlined above:
 - **Student Health Fee** (*Students will not be eligible to use Tallahassee campus-based Health and Wellness Center*)
 - **Transportation Fee** (*Panama City campus does not require parking permits*)
 - **Student Facilities Use Fees** (*Fee does not apply to Panama City campus facilities*)
 - Students will continue to pay the following fees at reduced rates:
 - **Athletics Fee** (*Students will no longer have access to athletic tickets, Tallahassee campus gym or intramural activities. Football tickets can be purchased through Panama City Student Government at reduced prices*)
 - **Activities and Services Fee** (*Supports student-driven organizations and services related to student activities*)

To view specific fee amounts and detailed descriptions of fees, visit; <http://controller.vpfa.fsu.edu/Student-Financial-Services/SFS-For-Students/Tuition-Rates>.

- FSU Health Insurance is not required for students enrolled on the Panama City campus. **Please note:** If you have purchased health insurance through FSU and have met the eligibility to retain the coverage you purchased (attending classes on campus for the first 31 calendar days of the term), you are entitled to keep your student health insurance plan. Go to www.floridablue.com to find in-network providers in the Panama City area. Any provider accepting Network Blue will accept your FSU student health insurance. You may also use out-of-network providers but you will have higher out of pocket costs.
- Parking permits are not required for students enrolled on the Panama City campus. If you have an existing Tallahassee campus parking permit, you may continue to use it on the Tallahassee campus until it expires.

By signing this form, the student acknowledges that the above information has been read and that the full ramifications of changing campus locations are understood and accepted. This page must accompany the attached Campus Location Change Form.

Student Signature: _____ Date: _____



Campus Location Change Form

Date: _____
LAST NAME FIRST NAME MIDDLE NAME

CAMPUS ID (FSUID/myFSU Portal Log-in) EMAIL PHONE NUMBER

This form should only be completed by currently enrolled students who are requesting a permanent campus location change. If courses need to be taken on a different campus for a single term, do not submit this form. The courses offered by another campus location can be added to your schedule for the individual term by the Registrar's Office with the approval of your academic department.

Current Campus Location (circle one): Tallahassee, FL or Panama City, FL or Online (Distance Learning)

Current Term (circle one): Fall Spring Summer Current Year: 20_____

Receiving VA Benefits: Yes or No

To be completed by an Advisor									
Current Program (circle one):	UGST	BACH	BMUS	DANCE	FILMS	NRBSN	THBFA	MASTR	DOCT
CURRENT MAJOR					MAP TERM	MAP STATUS			

New Campus Location (circle one): Tallahassee, FL or Panama City, FL or Online (Distance Learning)

Term to start new campus (circle one): Fall Spring Summer Year: 20_____

Will current major be continued on the new campus location? Yes or No

If no, student must complete the separate Major Change Form to be submitted along with this form for approval. **Please note:** Not all majors are offered at both campus locations. Limited access majors may require additional paperwork or auditions for eligibility.

Briefly explain reason for changing campus location. **(Required)**

By signing this form, the student acknowledges the potential impact of this change on Cost of Attendance, Student Services, Health Insurance Requirements, and Graduation. Furthermore, the student affirms that he/she does not have any pending judicial and/or academic misconduct charges currently under review.

Student Signature: _____

Students in UGST Program:

Undergraduate Studies Office: _____ Effective Date: _____

Students in all other Programs:

Dean's Office: _____ Effective Date: _____

Veteran Services (if applicable): _____ Registrar Initials: _____ Process Date: _____