Students who plan to change or declare a major are required to submit a Change of Major form.

Students who plan to change to a major must complete a Change of Major form and file the petition with the appropriate departments and college offices for approval. The Change of Major form must be approved and signed by your current adviser and chairperson as well as the chairperson of the new department if applicable.

Declaring an Individual Major

Students who have not yet declared a major will put “Undeclared” in the “FORMER MAJOR” section and their chosen major will be placed in the “NEW MAJOR” section of the form. A signature will be required from the chairperson of the newly chosen major.

NOTE: Students who wish to declare a second major must complete the Double Major Request Form and submit it to the Office of the Registrar.

Students who wish to declare a Minor or Concentration must complete the Minor Request Form and submit it to the Office of the Registrar.
CHANGE OF MAJOR/CONCENTRATION FORM

SECTION I

NAME: ___________________________________________ V NUMBER ______________________

EMAIL: ____________________________________________

FORMER MAJOR

MAJOR __________________________________________

COLLEGE OF _______________________________

CONCENTRATION __________________________ (If applicable)

NEW MAJOR

MAJOR __________________________________________

COLLEGE OF _______________________________

CONCENTRATION __________________________ (If applicable)

_________________________________________        __________________________
Student Signature                         Date

SECTION II

Approved by:

Advisor (PRINT)                      SIGNATURE                      Date

Chairperson of Department from which transfer is requested

(PRINT)                      SIGNATURE                      Date

Chairperson of Department to which transfer is requested

(PRINT)                      SIGNATURE                      Date

NOTE: CERTIFICATE OF ADMISSION AND STUDENT FOLDER SHOULD BE FORWARDED TO THE CHAIRPERSON OF THE DEPARTMENT TO WHICH TRANSFER IS MADE.