

### CHANGE OF MAJOR/CONCENTRATION/MINOR FORM

Students may change their major or degree program as long as they can meet the requirements for their new major. When changing a major/concentration or adding a minor, the added major/concentration or minor will follow the current catalog year. Frequently changing one's major increases the amount of time required to complete the baccalaureate program and not all programs (such as nursing) can accept applicants who wish to transfer to that field. Programs having requirements for internal transfer are communications media, human services, nursing and education. **\*NOTE: changing to a STEM major may result in the student having to take an additional math placement exam.**

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student ID#: @ \_\_\_\_\_ Date of Birth: \_\_\_\_\_

**Please Circle One:**      Day / Evening      Bachelor of Science (B.S.) / Bachelor of Arts (B.A.)  
 Note - B.A. has a language requirement

I wish to change my major from \_\_\_\_\_ to \_\_\_\_\_

I wish to declare a double major in \_\_\_\_\_ and \_\_\_\_\_

I wish to declare a double **Degree** in \_\_\_\_\_ and \_\_\_\_\_  
**Note – student must have at least 150 credits to earn a double degree**

I wish to **drop** my 2<sup>nd</sup> major \_\_\_\_\_

I wish to add the following concentration(s) \_\_\_\_\_

I wish to remove the following concentration(s) \_\_\_\_\_

I wish to add the following minor(s) \_\_\_\_\_

I wish to remove the following minor(s) \_\_\_\_\_

A departmental approval signature is required, except for **dropping** a minor or concentration.

Student Signature: \_\_\_\_\_

<p><b>STEP 1: (Always Use Advisor Type MAJR)</b></p> <p>Approved: _____  <i>(Signature of Department Chair you are entering)</i></p> <p>Dept. Secretary: _____  <i>(Signature of department support staff confirming that they have assigned a new Advisor in Banner)</i></p>	<p><b>STEP 2:</b></p> <p>Approved: _____  <i>(Signature of Department Chair you are leaving)</i></p> <p>Dept. Secretary: _____  <i>(Signature of department support staff confirming that they have removed the old advisor in Banner)</i></p>
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**\*OR\***

Approved: \_\_\_\_\_ *(Signature of Department Chair for adding a minor or concentration)*