CHANGING YOUR MAJOR

If you have decided to change your major, follow these easy steps:

To change your major within your current school/college –

- Go to your dean’s office to obtain a pre-printed Change of Major form. (The form is also available in the Registrar’s Office or on the Registrar’s website).

- Complete and sign the form.

- Consult with your advisor and obtain the advisor’s signature.

- Your record will be reviewed, and a recommendation of the new department may be requested.

- Approval is granted for the change with your dean’s signature or the signature of someone designated to sign in the dean’s place.

- The school/college will forward the signed form to the Registrar’s Office, or may have you deliver it.

To change your major and your school/college –

- Go to your dean’s office to obtain a pre-printed Change of Major form. (The form is also available in the Registrar’s Office or on the Registrar’s website).

- Complete and sign the form.

- Consult with your present advisor and dean’s office.

- The form will be reviewed by the new dean and signed if approved.

- If approved, the form is sent to the former dean for signature and it is then forwarded to the Registrar’s Office.