

# MAJOR / DEGREE CHANGE DOCUMENTATION

Please **print** the following information clearly and complete all sections:

STUDENT NAME: \_\_\_\_\_

ID# \_\_\_\_\_ Phone # \_\_\_\_\_

**Current Degree:**                    **DP**        **AST**        **AS**            **BS**

**Current Major:**                                    *DAY*                                    *EVENING*

AAD   BP   CM    CUL   DFV   DPP   DMP   FD   FM   GR   ID   IDT   IMD

MAA   MWD   PH    VM    VFX   VP    WDIM   BADV

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**Pending Degree:**                    **DP**        **AS**            **BS**

**Pending Major:**                                    *DAY*                                    *EVENING*

AAD   BP   CM    CUL   DFV   DPP   DMP   FD   FM   GR   ID   IDT   IMD

MAA   MWD   PH    VM    VFX   VP    WDIM   BADV

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**Pending Degree Audit:** \_\_\_\_\_ (AD must complete)

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**Effective Session:**    Please circle one:  
 SU    FA    WI        SP    YEAR \_\_\_\_\_

Do you have previous college credit which should be reevaluated, due to change?    **Yes**    or    **No**  
 \*\*Note: The student is responsible for having the evaluation completed within 6 weeks of date on this form.

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**Total Credits for Transfer from old major / degree to new major / degree** \_\_\_\_\_

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1. **NEW** Academic Director/Readmissions \_\_\_\_\_ Date \_\_\_\_\_
2. Student Accounting \_\_\_\_\_ Date \_\_\_\_\_
3. Student Financial Aid Services \_\_\_\_\_ Date \_\_\_\_\_  
     (New Enrollment agreement needed)
4. International Student Advisor (if applicable) \_\_\_\_\_ Date \_\_\_\_\_
5. Assistant/Dean of Academic Affairs \_\_\_\_\_ Date \_\_\_\_\_

I understand I may change my major only once. I also understand, grades from course equivalents in my old major, will transfer to the new major as well as, my cumulative grade point average. **It is the student's responsibility to return this form to the Registrar's office with all the required signatures.**

**STUDENT SIGNATURE** \_\_\_\_\_ Date \_\_\_\_\_

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For Registrar's Office Only:  
 Date Received in Registrar's Office \_\_\_\_\_ Degree Audit Update \_\_\_\_\_  
 Program Enrollment Status \_\_\_\_\_ Student Academic Records \_\_\_\_\_ Major \_\_\_\_\_  
 Grad Date Reviewed \_\_\_\_\_ Security ID updated \_\_\_\_\_