



REQUEST TO CHANGE MAJOR/MINOR/CATALOG YEAR (Undergraduate)

- Instructions:**
1. Student must schedule an appointment with the Advisor for the new major to complete the Request to Change Major/Minor/Catalog Year form and review the requirements for graduation.
 2. Student-athletes must obtain a signature from the Athletics Coordinator **prior** to completing a change of major with an academic advisor.
 3. International students (F1 or J1 Visa) must obtain a signature from the International Services Office **prior** to completing a change of major with an academic advisor.
 4. Advisor will update Banner with the new Major/Minor/Catalog Year.
 5. Request to Change Major/Minor/Catalog Year form will be filed in the student's advising file.

Please Print:

Name: University Identification Number (UIN):

Email Address: Phone:

Are you an International student (F1 or J1 visa)? Yes No

(If yes, student must obtain a signature from the International Services Office.) **International Office Signature:**

Are you a Student Athlete? Yes No (If yes, student must obtain a signature from Athletics.) **Athletics Signature:**

Current College: Arts & Sciences Business	New College: Arts & Sciences Business
School of Entrepreneurship Education Engineering	School of Entrepreneurship Education Engineering
Health & Human Services Undeclared	Health & Human Services Undeclared

Current Major: **New Major:**

Concentration: (if applicable) Concentration: (if applicable)

Current Catalog Year: New Catalog Year: (if applicable)

Current Minor:	New Minor: <i>Students interested in adding a new minor must meet with the appropriate college. For most degree programs, a maximum of two minors can be declared</i>
Do you wish to keep this minor: Yes No	
<small>(If no is circled, advisor to notify appropriate college via email)</small>	

By initialing below, I acknowledge the following:

- Changing my curriculum may change the excess hour credit threshold, may result in an excess hours surcharge, may delay my graduation, and may impact my ability to receive a Soar in 4 rebate.
- Changing my major/minor may result in a major/minor fee assessment on my student account **Initials:**

Student's Signature: **Date:**

FOR OFFICIAL USE ONLY

Effective Term/Year Catalog Year

Changes to major or catalog year must be entered only in the student's current term or in the next subsequent term.

Receiving College Advisor's Signature Date

Entered into Banner: Date Initials Comments