

## GRADUATE – CHANGE/ADD/DROP MAJOR/CONCENTRATION

**INSTRUCTIONS:** Graduate students interested in changing or adding another major or concentration must have their academic record reviewed by the program coordinator/director to ensure the student meets minimum qualifications for the new or additional program of study. Students complete this form and provide it to the Registrar's Office. The Registrar's Office will provide this form and relevant information to the program coordinator/director. The program coordinator/director may require supporting documentation prior to approving this change or addition. After review, the program coordinator/director will sign and forward this form to the Registrar's Office (Ulmer 224).

PLEASE PRINT CLEARLY

ID \_\_\_\_\_ NAME (last) \_\_\_\_\_ (first) \_\_\_\_\_

### MAJOR/CONCENTRATION UPDATE – *Select one*

\_\_\_ I want to change my current degree/major/concentration.

From (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

To (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

\_\_\_ I want to add a second major to my current degree/major/concentration.

Current (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

Second (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

\_\_\_ I will be graduating and will continue enrollment without interruption (except for possibly the summer session) for another degree/major/concentration.\*

Anticipated Graduation Date: December (year) \_\_\_\_\_ May (year) \_\_\_\_\_ August (year) \_\_\_\_\_

New (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

\_\_\_ I am currently declared in more than one major and want to drop one.  
(Department signature below not required for this option.)

Drop (degree) \_\_\_\_\_ (major) \_\_\_\_\_ (concentration) \_\_\_\_\_

**Approved - Signature Major/Concentration Chair** \_\_\_\_\_

**Date** \_\_\_\_\_ **New Advisor (*Printed*)** \_\_\_\_\_ **Faculty ID** \_\_\_\_\_

\*\*\*If the change or addition is denied, the Program Coordinator/Director notifies the student.\*\*\*

**Student's Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

\*\*\*Submit the completed form to the Registrar's Office, Ulmer Hall 224\*\*\*

\*Registrar's Office – forward to Financial Aid Office for students graduating and then returning in a different program