

# Declaration or Change of Major/Minor/Advisor Form

Complete section 1.

Complete section 2 when changing a present major and/or advisor.

Complete section 3 when adding or deleting a second major.

Complete section 4 when adding or deleting a second minor.

Obtain the necessary signatures and return the form to the Office of Academic Advising, Learning Center, Feinberg 101

1. Name \_\_\_\_\_ Student ID \_\_\_\_\_

Local Address \_\_\_\_\_ Telephone# \_\_\_\_\_

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

2. Present Major \_\_\_\_\_ Curriculum Code \_\_\_\_\_ Present Advisor \_\_\_\_\_

New Major \_\_\_\_\_ Curriculum Code \_\_\_\_\_ Degree \_\_\_\_\_ New Advisor \_\_\_\_\_

Concentration Advisor \_\_\_\_\_  
(Secondary Ed majors only)

3. Adding Second Major [ ] \_\_\_\_\_ Deleting Second Major [ ] \_\_\_\_\_

Second Major \_\_\_\_\_ Curriculum Code \_\_\_\_\_ Degree \_\_\_\_\_ New Advisor \_\_\_\_\_

New Department Chair Signature (change of major/advisor) \_\_\_\_\_ Date \_\_\_\_\_

Department Chair Signature (if adding a second major only; signature not needed for deleting a second major) \_\_\_\_\_ Date \_\_\_\_\_

Secondary Education Concentration Department Chair Signature (if applicable) \_\_\_\_\_ Date \_\_\_\_\_

4. Adding Minor [ ] \_\_\_\_\_ Deleting Minor [ ] \_\_\_\_\_

Minor \_\_\_\_\_ Curriculum Code \_\_\_\_\_

Minor Coordinator Signature (to add a minor) \_\_\_\_\_ Date \_\_\_\_\_

**Note:** When declaring a major/minor, refer to the program requirements listed in the *Undergraduate College Catalog* in effect at the time of a major or minor declaration.

Office Use Only:

Major change: Update on SFAREGS – [ ] catalog year, [ ] program/degree, [ ] curriculum code; Update on SGAADVR – [ ] advisor  
Minor addition/deletion: Update on SFAREGS – [ ] minor code; Update on SGAADVR – [ ] advisor; Update on GYONOTE – [ ] catalog year  
Second major addition/deletion: Update on SFAREGS – [ ] curriculum code; Update on SGAADVR – [ ] advisor; Update on GYONOTE – [ ] catalog year

Requires registrar's update on SHADEGR [ ]

Distribution: White Copy – Academic Advising Office; yellow copy – former advisor (**send advisee file to new advisor**);  
pink copy – new advisor