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

8/09           Date Processed _______________