CHANGE OF MAJOR / MINOR / OPTION – UNDERGRADUATE STUDENTS

INSTRUCTIONS: Complete this form, sign it, and obtain the authorization signature and stamp of the department if you are adding a new major/minor/option. **No authorization is required to cancel a major/minor/option.** Submit this completed form to the Student Administration Building, the Concord Student Information Lobby, or fax to the Office of the Registrar at 510-885-3816.

PLEASE NOTE: A change of major/minor obligates the student to satisfy the major/minor requirements of the catalog in effect at the time of filing the change. This action will not affect your General Education catalog year.

DO NOT submit this form if you are declaring a NURSING, BUSINESS, or FINE ARTS major, the department will submit the request on your behalf once they admit you into the program. Students may change their academic plan to PRE-BUSINESS or PRE-NURSING.

GRADUATE STUDENTS wishing to change to a new graduate major or credential objective, or students changing from post-baccalaureate status to a second bachelor’s degree must file an Application for Change of Graduate Objective form.

MANDATORY -- PLEASE PRINT:

Date: __________________                        NetID: _______________________

NAME: _____________________________________________ __________________       Phone: ____________________ _____

(Last)     (First)    (MI)

PRIMARY MAJOR (If submitted after the third week of the term, changes will not be effective until the first day of the next term)

Former major: ___________________________

New major: _____________________________ (check one):  □ BA  □ BS

SECOND MAJOR

☐ ADD  ☐ CANCEL  Second Major: ___________________________________________ (check one)  □ BA  □ BS

OPTIONS

☐ ADD  ☐ CANCEL  Option: __________________________________________

☐ ADD  ☐ CANCEL  Option: __________________________________________

MINORS

☐ ADD  ☐ CANCEL  Minor: __________________________________________

☐ ADD  ☐ CANCEL  Minor: __________________________________________

STUDENT’S SIGNATURE: X _____________________________

Department Authorization below only required to add a new major/minor/option, not to cancel a major/minor/option.

<table>
<thead>
<tr>
<th>Department Signature</th>
<th>Department Stamp</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

FOR OFFICE USE ONLY:  Coded By: ________________________________ Date: ________________________________