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. 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 until you are an admitted student. In addition, this form should not be used if you are declaring a NURSING 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 UNDECLARED- INTEREST IN NURSING.

Post-baccalaureate students who wish to change their degree or credential program must submit an Application for Change of Graduate Objective form.

MANDATORY -- PLEASE PRINT:

Date: __________________                        NetID: _______________________

NAME: ______________________________________________________________      Phone: _________________________
          (Last)     (First)    (MI)

PRIMARY MAJOR

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.

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

Rev. 11/2015