

**SHIPPENSBURG UNIVERSITY
CHANGE OF MAJOR/MINOR**

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| <hr style="border-top: 1px solid black;"/> | <hr style="border-top: 1px solid black;"/> |
| Last Name, First Name (Please Print) | Social Security Number |
| Local address _____ | Local Phone# _____ |
| Date of Application _____ | Total Credits _____ QPA _____ |

The following change in academic status of the above undergraduate student has been affected:

| | | | |
|----------|------------|----|--|
| College: | From _____ | To | _____ <u>Arts & Sciences</u> _____ |
| Major 1: | From _____ | To | _____ |
| Conc 1: | From _____ | To | _____ |
| Major 2: | From _____ | To | _____ |
| Conc 1: | From _____ | To | _____ |
| Minor 1: | From _____ | To | _____ |
| Minor 2: | From _____ | To | _____ |
| Degree: | From _____ | To | _____ |

(If you are switching to a BA degree, you may be required to complete the foreign language requirement. Please check with your dean's office.)

| | | | |
|--------------|------------|----|-------|
| Certificate: | From _____ | To | _____ |
|--------------|------------|----|-------|

| | | | |
|---------------------------|-------|------|-------|
| Dean of New College | _____ | Date | _____ |
| Dean of Education | _____ | Date | _____ |
| Chair of Major 1 | _____ | Date | _____ |
| Chair of Major 2 | _____ | Date | _____ |
| Dean of Minor | _____ | Date | _____ |
| Chair of Minor 1 | _____ | Date | _____ |
| Chair of Minor 2 | _____ | Date | _____ |
| Chair of Certificate Pgm: | _____ | Date | _____ |

NEW: Coll 1 _____ Dep 1 _____ Maj 1 _____ Min 1 _____ Conc1 _____ Degree 1 _____ Cert _____ .

NEW: Coll 2 _____ Dep 2 _____ Maj 2 _____ Min 2 _____ Conc2 _____ Degree 2 _____

Instructions for Changing Majors

1. Complete top area of form (name, Social Security Number, local address information and date of application).
2. Dean's office will complete total credits and QPA information.
3. To change majors/minors within same college, you will need to have the chair of new major/minor sign your Change of Major/Minor form.
4. To change you major from one college to another college, you will need signatures from the chair of the new department and dean of the new college. If your new major is in education, you will also need the signature of the dean of education.
5. **If you are switching to a BA degree, you may be required to complete the foreign language requirement. Please check with your new college dean's office for more information.**
6. When you have obtained all necessary signatures, please return the form to your former dean's office.