

This form may only be used by students who have been formally admitted to degree seeking status. All requested changes must be at the same degree level as the admitted program (i.e. Associate/Certificate to Associate/Certificate or Baccalaureate to Baccalaureate). Students wishing to change from Associate to a Baccalaureate program (or vice versa) must submit a new application for admission. This form may not be used by graduate students to change a program.

NOTE: Student may request to change major only during any registration period and it will become effective at the beginning of that semester. If submitted after registration, change of major will become effective for the next semester. Approval of any change is dependent upon admission and academic eligibility for the program.

- INSTRUCTIONS TO THE STUDENT:**
1. Complete Parts 1 and 2 of this form.
 2. Take form to your new department for review and signature.
 3. Submit completed form to the Office of the Registrar.

Part 1 - To be completed by student						
<table border="1" style="width:100%; border-collapse: collapse;"> <tr><td style="padding: 5px;">Name</td></tr> <tr><td style="padding: 5px;">Street & No.</td></tr> <tr><td style="padding: 5px;">City State Zip</td></tr> <tr><td style="padding: 5px;">Student Signature Date</td></tr> <tr><td style="padding: 5px;">UA ID#</td></tr> </table>	Name	Street & No.	City State Zip	Student Signature Date	UA ID#	<p>THIS REQUEST IS TO:</p> <input type="checkbox"/> Change Major or Degree <input type="checkbox"/> Add Degree of same level <input type="checkbox"/> Add Second Major (NOTE: Double Majors must have the same degree. Example: BA in History/English.) <input type="checkbox"/> Drop a Major (NOTE: Dropping a major does not require Department signature) <input type="checkbox"/> Drop Degree (NOTE: Dropping a degree does not require Department signature)
Name						
Street & No.						
City State Zip						
Student Signature Date						
UA ID#						
From _____ To _____ <div style="display: flex; justify-content: space-between; width: 100%;"> Current Major/Degree New Major/Degree </div> <div style="text-align: right; margin-top: 10px;"> _____ Second Major </div>						

Part 2 - Former Major Information	
College/School	Major
Previous Advisor's Printed Name	

INSTRUCTIONS TO THE UNIVERSITY DEPARTMENTS: If change is not approved, please return form to former department. If change is approved, forward this form with all the necessary signatures to the Office of the Registrar.

Part 3 - Acceptance to the new major		
Primary Major	Degree	If adding second major (Degree must be same type) or second degree: Secondary Major:
College/School _____ <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved		College/School _____ <input type="checkbox"/> Approved <input type="checkbox"/> Not Approved
Department Chair Signature		Department Chair Signature
Department Chair's Printed Name		Department Chair's Printed Name

Part 4 - New Advisor Information	
New Advisor's Signature	New Advisor's Printed Name

OFFICE USE ONLY	Processed by:	Date:
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RECEIVED
Office use only