



Office of the Registrar  
 907-474-6300 • 877-474-6046  
 uaf-registrar@alaska.edu

# UNDERGRADUATE CHANGE OF MAJOR REQUEST

P\_\_\_\_

All requested changes of major must be at the **same degree level or lower** than your current program. (EXAMPLE: Bachelor to Bachelor, Bachelor to Assoc/Cert, Associate to Assoc/Cert, or Certificate to Assoc/Cert)

Students wishing to change from an Associate or Certificate to a Bachelor program must complete a new admission application.

Complete this form with the advisor of your **new** department. It is your responsibility to collect **all** required signatures **BEFORE** submitting this form to the Office of the Registrar.

Note: Dropping a major/degree does not require a department signature.

## Part 1 - To be completed by student

\_\_\_\_\_  
 UA ID

### This request is to:

- Change my major
- Add a major
- Add a degree
- Drop a degree

\_\_\_\_\_  
 Full Name

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 I am a UAF athlete

\_\_\_\_\_  
 I am a VA student

\_\_\_\_\_  
 Current Major/Degree

\_\_\_\_\_  
 Degree/Major being dropped

\_\_\_\_\_  
 New Major/Degree

\_\_\_\_\_  
 Second Major/Degree to be added

## Part 2 - To be completed by student and advisor of new department

### INSTRUCTIONS TO THE UNIVERSITY DEPARTMENTS:

Forward this form, with all approval signatures, to the Office of the Registrar. (uaf-degree-services@alaska.edu)

**Approval of any change is dependent upon admission and academic eligibility for the program, signified by the department signing this form.**

\_\_\_\_\_  
 Primary Major

\_\_\_\_\_  
 Degree

\_\_\_\_\_  
 Change Catalog Year

\_\_\_\_\_  
 Secondary Major or Secondary Degree

\_\_\_\_\_  
 College/School

\_\_\_\_\_  
 Cumulative GPA

\_\_\_\_\_  
 College/School

\_\_\_\_\_  
 Primary Advisor's Printed Name

\_\_\_\_\_  
 Secondary Advisor's Printed Name

\_\_\_\_\_  
 Department Chair's Signature

\_\_\_\_\_  
 Department Chair's Signature

\_\_\_\_\_  
 Department Chair's Printed Name

\_\_\_\_\_  
 Department Chair's Printed Name

**If the student is an athlete, the change of major must be approved by the Athletics Advisor.**

\_\_\_\_\_  
 Athletics Advisor's Printed Name

\_\_\_\_\_  
 Athletics Advisor's Signature

**If the student is on probation, the change of major must be approved by the dean of the school or college.**

\_\_\_\_\_  
 Dean's Printed Name

\_\_\_\_\_  
 Dean's Signature