

California State University, Los Angeles

Request for New Undergraduate Major or Minor

Received On:

CIN _____

NAME _____
(last name) (first name)

SIGNATURE _____ Date ____/____/____ (W) Ph # _____

E-MAIL _____ (H) Ph # _____

Instructions: To change your undergraduate major or minor you must be enrolled during the term you submit the form. **For all Undergraduate Change of Major or Minor requests, complete Section I.** Clearly identify your college, degree objective when appropriate and enter your new major or minor name on the line provided. A Minor must be in a subject matter different than your major. Obtain approval of the new major/minor department. Return completed, approved form to Records, Adm 409.

*Example:
Fall '13, Win '14*

NOTE: If you have applied for graduation **PRIOR** to submitting this form, please indicate the term you applied for here: If so, does this request match the major listed on your graduation application? **Yes** **No**

For **MULTIPLE/DUAL MAJOR** requests, complete Section II before submitting to Records, ADM 409.

SECTION I – NEW MAJOR OR MINOR INFORMATION

Select College: AL BE ED ET HHS NSS UN

Check appropriate box(es), enter new major or minor code on line provided and obtain approval from department.

- | | |
|--|------------------------------|
| <input type="checkbox"/> First bachelor's degree | <input type="checkbox"/> BA |
| <input type="checkbox"/> Second bachelor's degree | <input type="checkbox"/> BS |
| <input type="checkbox"/> Change/Add Option ONLY | <input type="checkbox"/> BM |
| <input type="checkbox"/> Multiple/Dual major (complete SECTION II) | <input type="checkbox"/> BVE |
| <i>*requires current, dual major and Grad office approval (below)</i> | |
| <input type="checkbox"/> Minor | |

Date _____

*New Major/Minor dept approval **REQUIRED***

⇒ **New Major/Minor** _____ **Option:** _____
PLEASE USE MAJOR/MINOR CODES (ACCT, HIST, ART, NURS, BIOC, PHIL, EE, CRIM, ETC.) (If appropriate)

SECTION II – MULTIPLE/DUAL MAJORS

Current and new major department(s) approval required. Graduation approval required prior to submitting form.

Multiple majors leading to the degree(s) **must be completed in the same term**. Students who wish to have multiple majors and/or degrees listed on their diploma and transcript must:

Fulfill department/division/college requirements in the multiple majors and/or degrees; file a request endorsed by the multiple departments, divisions, and/or colleges; and be approved and recommended for graduation by the faculty of each major department, division or college granting the majors and/or degrees.

Dept Approval _____ DATE _____

*(Current major department approval – **REQUIRED**)*

New Major: _____

Dept Approval _____ DATE _____

*(Multiple/Dual major department approval – **REQUIRED**)*

DATE _____

*(Graduation Office approval – **REQUIRED**)*

FOR REGISTRAR OFFICE USE ONLY – DO NOT MARK BELOW THIS LINE

Update by _____

College _____ Degree _____ Major _____ Option _____

PRGC PLNC Term _____

DATE ENTERED: