

THE ACADEMIC MAJOR

PURPOSE

To define the necessary steps to declare, change or add an academic major.

POLICY

A. DECLARING A MAJOR

All students should be accepted into a major by the beginning of their junior year, or they may be denied permission to register for courses. In accepting students, the University has an obligation to provide a complete program of study, including a major. However, the University may not be able to guarantee that there will be space available in all majors. Departments may establish specific requirements for entrance and retention in a major. Students should consult the intended department, the Office of Academic Affairs, or the Academic Achievement Center.

B. CHANGING A MAJOR

Students wishing to change their majors must secure a Change of Major Form from the Student Administrative Services Center or the Division of Graduate and Continuing Education, as appropriate. This form requires the approval of the Chair of the new department and release from the chair of the original department.

C. ADDING A MAJOR

A student may complete the requirements for the major in two academic areas. To add a second major, students must secure a "Double Major Form" from the Student Administrative Services Center or the Division of Graduate and Continuing Education, as appropriate. This form requires the approval of the Chair of the department the student is adding ad the second major.

REVIEW

This policy will be reviewed annually by the Vice President for Academic Affairs.