

Changed in Academic Records By: \_\_\_\_\_

Date: \_\_\_\_\_

Emailed Student On Date: \_\_\_\_\_

# CHANGE OF MAJOR

Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

- Declaring a Major For Undeclared Students  
Must have the new Department Chair's signature
- Change of Major For Students changing Major  
Must have the new Department Chair's signature
- Transferring Concentration For Students changing Concentrations within their Major  
Must have the Department Chair's signature
- Upgrade Catalog Year For students who would like to be on the current years catalog

**New Major:** \_\_\_\_\_

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The student named above has transferred in to the \_\_\_\_\_ department  
with a concentration in \_\_\_\_\_, effective as of the \_\_\_\_\_ semester.

His/Her previous Major/Concentration was: \_\_\_\_\_.

Based on a review of the student's Academic Evaluation (Degree Audit), the following credits have been awarded.

<b><u>Prior Department Courses</u></b>	fulfills the requirements for	<b><u>New Department Course</u></b>
_____	=	_____
_____	=	_____
_____	=	_____
_____	=	_____

Student Signature/Date	Department Chairperson Signature/Date
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**New Faculty Mentor Name is:** \_\_\_\_\_ Entered in Colleague

*Return this form to:*  
 Karen LaDucer - Assistant Registrar  
 Academic Advising & Registration Office  
 College for Creative Studies  
 201 East Kirby Street, Detroit, MI 48202  
 Phone: (313) 664-7671