

Undergraduate Application to Revise Program of Study

To be completed by the RRC and/or academic department in which the new major/area resides

PART I

Date: _____ Student Name: _____ Student ID: _____

Reason for changing major: _____

Current Major/Area: _____ Current advisor: _____

New Program of Study (Complete all that apply):

1st Area Catalog Year 2nd Area Catalog Year

1st Major Catalog Year 2nd Major Catalog Year

1st Minor Catalog Year 2nd Minor Catalog Year

Teaching Certificate Desired: Yes No Type of Degree: Associate Bachelor

PART II

To be completed by new department in which the new major/area resides

* Advisor Name Type (1st Area, 1st Major)

* Advisor Name Type (2nd Area, 2nd Major)

Approved by (Dean/Chair) Date

** New Academic Department must notify student of advisor assignments within five business days*

PART III

Recommendation for Career Services Consult

Recommended by: _____

Phone: 606.783.2233

Location: 428 University Blvd.

Morehead, KY 40351

Additional Instructions

- New academic department forwards completed form to the Dean's office, which houses the new major, for entry into Colleague.
- For changes between colleges, RRC/Professional Advisor is responsible for notifying prior academic department/advisor/ADS of change of major
- For changes within colleges, the academic department of new program is responsible for notifying prior academic department/ADS/advisor of change of major