

## Application to Declare or Change Undergraduate Degree/Major/Minor

Students should return this form, with the proper signature(s), to the Office of the Registrar Reception Center, University Hall, Garden Level.

Faculty and advisors, if you are submitting this form via email please type your name on the signature line and send it as an attachment from your DU email account to [registrar@du.edu](mailto:registrar@du.edu).

You can review your curriculum and APR via webCentral to verify that a request has been processed.

To view your curriculum, go to <http://pioneerweb.du.edu>. Log in and click on the "Student" tab at the top of the page. Your curriculum information can be found under "Academic Profile".

Name: \_\_\_\_\_ DU ID Number: \_\_\_\_\_

Current Degree: **Select One:**  BA  BS  BSBA  BSAcc  BFA  BM  
 BS Chem  BSEE  BSME  BSCPE

Current Major(s): \_\_\_\_\_ Current Minor(s): \_\_\_\_\_

**Please Note:** A change of major may require a change of degree and additional requirements may need to be completed.

### Change Degree/Major

(Academic departments are responsible for updating advisor information in Banner.)

Degree:		<b>Select One:</b> <input type="checkbox"/> BA <input type="checkbox"/> BS <input type="checkbox"/> BSBA <input type="checkbox"/> BSAcc <input type="checkbox"/> BFA <input type="checkbox"/> BM <input type="checkbox"/> BS Chem <input type="checkbox"/> BSEE <input type="checkbox"/> BSME <input type="checkbox"/> BSCPE			
Major:		Concentration (if applicable):			
Name of New Major Advisor:					
New Major Advisor/Chairperson signature:		Date:			

### Add or Drop a Major

(Some degree programs do not allow a second major. Please check with your advisor prior to completing this section. To add a second degree, go to the Center for Academic and Career Development (Community Commons, 3<sup>rd</sup> Floor, Suite 3100) for an "Application to Complete Two Bachelor's Degrees Concurrently")

Add Major:		Concentration (if applicable):			
Name of New Major Advisor:					
New Major Advisor/Chairperson signature:					
Drop Major (No signature required):		Date:			

### Add or Drop a Minor – a signature is not required for most minors

(Note: a signature is required to add a minor in Music)

(You cannot add a minor if your major is undeclared. Some degree programs have minor restrictions. Please check with your advisor prior to completing this portion.)

Add Minor(s):		Drop Minor(s):			
Lamont School of Music signature:		Date:			

#### Registrar Office Use Only:

Received by: Student Walk-In  Mail  DU Email  Date Received: \_\_\_\_\_

Action taken: **Approved**  **Denied**  By: \_\_\_\_\_ Date: \_\_\_\_\_