CHANGE OF GRADUATE MAJOR FORM

Section 1: Completed by Student
Section 2: Completed by Chair/Director of Graduate Studies of the Current Department
Section 3: Completed by Department Chair/Director of Graduate Studies of New Major
Section 4: Completed by Center for International Education, if International Student
Section 5: Signature of Dean of Graduate Studies

Please Note: All sections must be completed and returned to the Graduate Admissions Office before a change of major will be considered.

Change of major forms are not accepted after the second week of each semester.

Section 1: To be completed by the Student

Name: __________________________________________________________________________________
Address: __________________________________________________________________________________
DAWG Tag: _______________ Phone No: ________________ Email: ________________________________
Current Major: ___________________________ Desired New Major: __________________________________
Semester/Year in Which Change of Major is to Begin: _______________________________________________
GRE Date: ______________ GMAT Date: ______________ Score: ______________
Verbal ______________ Quantitative ______________ TOEFL Date: ______________ Score: ______________ IELTS: _____________
Total [V&Q] ______________
Undergraduate GPA: _______________ Graduate GPA: _______________

I am aware that my scholarship and/or teaching/research assistantship may not be transferred to my desired new major. International students are required to provide proof of funding to the Center for International Education, before the change of major can be completed.

_____________________________ Student’s Signature ________________ Date
Section 2: To be completed by Chair of the Current Department

Chair of Current Department has met with the student and has been advised of the student’s intent to change majors. This student has received financial assistance from this department and it may [ ] OR may not [ ] be transferred to the new major.

Chair Comments (if any)
_________________________________________________________________________________
_________________________________________________________________________________

__________________________________________________________
Department Chair / Director of Grad Studies                          Date

Section 3: To be completed by Department Chair of New Major

Decision by Chair of New Major                                        ACCEPT: ___________          REJECT: ___________
Deficiencies/First Year Courses:
                                                                
Financial Assistance Awarded (if applicable):
Teaching OR Research Assistantship: 25% [ ] 50% [ ]

__________________________________________________________
Department Chair / Director of Grad Studies                          Date

Section 4: International Students Only

The student has provided the appropriate financial documents to Graduate School

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<th>Term</th>
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Graduate Admissions                          Date

Section 5: Signature of Dean of Graduate Studies

Approved [ ] Yes [ ] No

Dean, College of Graduate Studies                          Date

Applicable Regulations

Written permission of the current major is required.

New international students may begin the process of changing majors during their first semester but may not actually make the change until their second semester.

Students on academic probation may not transfer to a different graduate program until they are in good standing.