



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 _____

Total [V&Q] _____

TOEFL Date: _____

Score: _____ IELTS: _____

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: Center for International Education

The student has provided the appropriate financial documents to CIE

Term	Year	Amount	Source
Fall	_____	_____	_____
Spring	_____	_____	_____
Summer	_____	_____	_____

Center for International Education 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.

