



## CHANGE OF MAJOR FORM

**Step 1:** Complete *Section I* of this form

**Step 2:** Submit to the Registrar's Office for information requested in *Section II* and the form will be forwarded to your new department.

**Step 3:** After final action, a copy of the completed form will be mailed to you from the Registrar's Office

### SECTION I (To be completed by the Student)

I wish to change my major from \_\_\_\_\_ to \_\_\_\_\_  
for the following reason(s) \_\_\_\_\_

Please Print: Name \_\_\_\_\_ Social Security No. \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City/State/Zip \_\_\_\_\_  
Student Signature \_\_\_\_\_

### SECTION II (To be completed in the Registrar's Office)

This is to certify that the above named student has been enrolled at Albany State University for \_\_\_\_\_ semester(s) and has a cumulative grade point average of \_\_\_\_\_.

Signed: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_\_

### SECTION III (To be completed by the Chairperson of the department of your proposed new major)

This is to certify that the above named student has been:

- Admitted
- Admitted on probation
- Rejected for admission because \_\_\_\_\_

His/Her new advisor is \_\_\_\_\_ Department of \_\_\_\_\_  
Chairperson \_\_\_\_\_ Date \_\_\_\_\_

- Change Approved
- Change Not Approved

\_\_\_\_\_  
Registrar

\_\_\_\_\_  
Date