

**COLLEGE OF ARTS AND SCIENCES
FORMAL DECLARATION OF MAJOR**

Revised May 2006

THIS FORM SHOULD BE USED ONLY TO DECLARE MAJORS IN THE COLLEGE OF ARTS & SCIENCES.

*Please read all instructions carefully before completing this form. Return the completed form to the
CAS Academic Advising Office, Battelle-Tompkins room 100.*

STUDENT INFORMATION		CAS Staff Use Only
Last Name _____	First Name _____	Credit Hours _____
ID # _____	Signature _____	GPA _____
E-mail _____		Curr. Prog. _____

DECLARATION OF FIRST MAJOR

Choose the box below that best describes your student status. Choose only one. Be sure to get academic department authorization.

I have never before formally declared a major. My major is listed as "undecided" or "intended". I wish to declare the major listed below.

I have previously declared a first major, but wish to change it. My first major is now _____ and I wish to change it to the one below.

First Major: _____ **Track (if applicable):** _____

Dept. Approval _____ **Faculty Advisor:** _____

DECLARATION OF SECOND MAJOR

Choose the box below that best describes your student status. Choose only one. Be sure to get academic department authorization.

I have previously declared a first major, which is _____ and wish to add a second major.

I have previously declared a second major, which is _____ but wish to change it to the one listed below.

Second Major: _____ **Track (if applicable):** _____

Dept. Approval _____ **Faculty Advisor:** _____

COMMENTS: *Please add any comments below.*

CAS Staff Use Only		
<u>Data Entry</u>	<u>File Manager</u>	<i>Date stamp</i>
Date _____	<input type="checkbox"/> Previous CAS student: file in existing student file. <input type="checkbox"/> Previously in another school: Request file from _____ File requested on: _____	
By _____	<input type="checkbox"/> Second major only: file separately.	