# ROGERS STATE UNIVERSITY
## CHANGE OF MAJOR FORM

_____
**DATE**

_____ ☐ Fall ☐ Spring ☐ Summer 200___
**STUDENT ID#** **SEMESTER CHANGE EFFECTIVE**

_____
**LAST NAME** **FIRST NAME** **MIDDLE INITIAL OR MAIDEN NAME**

**PROCEDURE:**
1. Fill out Change of Major Form.
2. Take to the Departing Major Department for Signature.
3. Take to the Receiving Department for Signature and Advisor Assignment.
4. Bring Form to the Office of Enrollment Management for processing.

**CHANGE OF MAJOR:**

FROM: _____

TO: _____ _____
**Major Code**

**CIRCLE ONE:** ASSOCIATE OF ARTS ASSOCIATE OF SCIENCE ASSOCIATE OF APPLIED SCIENCE

BACHELOR OF ARTS BACHELOR OF FINE ARTS BACHELOR OF SCIENCE BACHELOR OF TECHNOLOGY

_____
**STUDENT'S SIGNATURE**

_____
**Departing Department Signature**

_____ _____ _____
**Receiving Department Signature** **Newly Assigned Advisor** **Code Number**

**DEPARTMENTAL PROCEDURES**
1. Departing Department – Sign-off on sheet and send Student File to the New Department. Keep **PINK** copy for records.

2. Receiving Department – Assign Advisor immediately, contact past major department if records are not received in a timely fashion. Keep **YELLOW** copy for records.

3. Enrollment Management will process the change.

_____
**DATE PROCESSED**

_____
**PROCESSED BY**

**White Copy – Enrollment Management** **Yellow Copy – Receiving Department** **Pink Copy – Departing Department**

CMF – Revised 11/06