
REQUEST TO CHANGE UNDERGRADUATE MAJOR

- ▶ Use this form to request an undergraduate major change (do not use to change to/from Fast Track; instead, contact your Academic Advisor)
 - ▶ Review information about and course requirements for your intended new major on the [CPS website](#)
 - ▶ Consult with [your Academic Advisor](#) to ensure your intended new major will meet your goals and needs, and then complete this form
 - ▶ Submit to your Academic Advisor in the Office of Academic Advising and allow 2-4 weeks for typical processing
 - ▶ If approved, your major will be updated in myNEU, and a new manual degree audit will be emailed to your Husky email account
-

PART I: STUDENT INFORMATION

Name (include maiden/alternate name, if applicable) _____

Student ID Number _____

Current Degree Program (Major) _____

Mailing Address _____

Husky Email Address _____

PART II: REQUEST INFORMATION

Have you been awarded transfer credits? Yes No

When did you start taking courses at CPS? _____

Name of desired new major _____

Name of concentration/minor, if applicable to major _____

1. Why has your current major not been meeting your personal or career needs?

2. How will the new major allow you to better accomplish your goals and satisfy your interests?

- I have spoken with my Academic Advisor about this request, and I have reviewed the new major requirements. I know I am responsible for satisfying them in order to be eligible for degree completion.
- I have already taken coursework related to my new major, so as to be sure it is a good match for my goals.
- I understand that changing to a new major may impact my financial aid and/or extend my degree completion time.

Student Signature _____ Date _____