

## REQUEST TO CHANGE OR DECLARE A MAJOR

Submit

STUDENT NAME	STUDENT NUMBER
PLEASE INDICATE:	
First year student:	<input type="checkbox"/> Yes
First year student with transfer credits:	<input type="checkbox"/> Yes
Senior student transferring to a different major:	<input type="checkbox"/> Yes

CURRENT MAJOR	
First Major Preference	
Second Major Preference	
Credit Hours Completed	

ESE: Electronic Systems Engineering  
 EVSE: Environmental Systems Engineering  
 ISE: Industrial Systems Engineering  
 ERSE: Energy Systems Engineering  
 SSE: Software Systems Engineering

\_\_\_\_\_

Student Signature to Acknowledge Terms of Request

\_\_\_\_\_

Date

### TERMS

- Your first major preference is not guaranteed to be approved; remember to fill in a second and third preference;
- For new students with a minimum of 8 required courses in Year 1 with an undeclared major, acceptance priority is based on PGPA, number of credit hours completed and space in the desired program;
- For senior students who are requesting a change in major, acceptance priority is based on PGPA, number of credit hours completed and space in the desired program;
- Transfer credits awarded under your current major may not be transferable to your new major;
- To fulfill program requirements of your new major, you may be required to follow the most current undergraduate calendar;
- You must have completed 8 of the 10 first-year classes including ENGG 100, ENGG 123, ENGG 140 and ENGL 100.

#### When will my form be processed?

**April 1st** - Forms received on or prior to this date will be processed after Winter final grades are entered for the Fall term.

**August 1st** - Forms received on or prior to this date will be processed after S/S final grades are entered for the Fall term.

**December 1st** - Forms received on or prior to this date will be processed after Fall final grades are entered for the Winter term.

CHEM 104	
ENGG 123	
ENGG 140	
MATH 110	
MATH 122	
CS 110	
ENGG 100	
ENGL 100	
MATH 111	
PHYS 119	

OFFICE USE ONLY – PLEASE DO NOT WRITE IN THE BOX			
Student PGPA: _____ Credit Hours Completed: _____ Semester: _____			
First Major Preference:	Approved	Denied	_____
	Initial		Date
Second Major Preference:	Approved	Denied	_____
	Initial		Date
Request processed in Banner & student emailed:			_____
	Initial		Date