

College of the Liberal Arts

STUDENT REQUEST to CHANGE / DECLARE MAJOR

1 STUDENTS COMPLETE SECTION ONE ONLY:

Name:	PSU ID #:	Date:
Current Major:	Option:	Phone #:
Major Requested:	Option:	E-mail:

DEPARTMENT REVIEW (SECTIONS 2 AND 3):

2 CERTIFICATION of ELIGIBILITY to CHANGE / DECLARE MAJOR:

Major:	Reviewed by:	Date reviewed:
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If the answers to any of the criteria below are "NO", the student is not eligible and should be referred to 138 Sparks Bldg.

Total # of credits completed \geq 27.1? Y / N
 Current cumulative average \geq 2.0? Y / N
 "C" average in courses completed in desired major? Y / N

IF PSYCHOLOGY, review also:

PSY 002 w/C or better	Y / N
STAT 200 or PSY 015 w/C or better	Y / N
At least 3 cr. GQ w/C or better	Y / N
At least 3 cr. GS w/C or better	Y / N

3 REVIEW OF REQUIREMENTS:

Advisor Name (please print): _____ Dept.: _____

I have discussed the major listed above with this student and fully explained the following degree requirements, components of the curriculum, and educational opportunities available:

- | | | |
|---|---|---|
| <input type="checkbox"/> general education | <input type="checkbox"/> electives | <input type="checkbox"/> total credits required |
| <input type="checkbox"/> bachelor of arts (if applicable) | <input type="checkbox"/> int'l. & intercultural competence req. | <input type="checkbox"/> grade point average |
| <input type="checkbox"/> major requirements | <input type="checkbox"/> writing across the curriculum req. | <input type="checkbox"/> exceptions / substitutions |
| <input type="checkbox"/> first year seminar | <input type="checkbox"/> education abroad | <input type="checkbox"/> internships/research |

- foreign language requirement complete? Y / N
- * must successfully complete level 003 (12th credit proficiency) _____
- must successfully complete level 001 (with "C" or higher) _____

I have reviewed this student's records and certify that he / she is eligible to enter the major listed above:

_____ Date: ____ / ____ / ____
 (Dept Advisor signature)

I understand the curriculum for this major: _____ Date: ____ / ____ / ____
 (student signature)

4 COLLEGE REVIEW:

Submit form to:

Liberal Arts Undergraduate Studies
 101 Sparks Bldg., University Park, PA 16802

- eligible;
- not eligible for major, eligible for LA only; student and department notified.
- not eligible for either; student and department notified.

UGS signature: _____
 8/05

Date processed: ____ / ____ / ____