



# MOREHOUSE COLLEGE

Office of Records & Registration – 830 Westview Drive, Atlanta, GA 30314 (844) 512-6672 – email: [records@morehouse.edu](mailto:records@morehouse.edu)

## DECLARATION OR CHANGE OF ACADEMIC MAJOR/MINOR

*(Choose One)*

DECLARATION OF MAJOR/MINOR

CHANGE OF MAJOR/MINOR

### INSTRUCTIONS

We encourage all first time and transfer students to declare a major prior to Advising Week of the second semester of their first year. Students who desire assistance with determining which major is best for them should visit with the divisional advisor and faculty in the area of study of interest and Career Services prior to making a decision.

Students planning to change from one major to another major in a different division must be advised by the divisional advisor of the major they are leaving, endorsed by the divisional advisor of the new proposed major, and receive the approval of the department chair in the new proposed major. The department chair will assign a major advisor to students who have earned more than 30 credit hours. Additional steps may be required by the new department chair.

Students declaring more than one major must submit a separate form for each request.

Students who have applied for graduation or to participate in commencement should NOT use this form.

**PLEASE PRINT IN BLUE OR BLACK INK**

Student's Name: \_\_\_\_\_ MCID# \_\_\_\_\_  
(First Name, MI, Last Name)

Valid Email Address: \_\_\_\_\_ Telephone # \_\_\_\_\_

ENTRY TERM:  FALL  SPRING Year: \_\_\_\_\_

Current Academic Class Standing

- Freshman (0-29 credit hours)
- Sophomore (30-59 credit hours)
- Junior (60-89 credit hours)
- Senior (90+ credit hours)

Cumulative GPA \_\_\_\_\_

Expected Graduation Year \_\_\_\_\_

**For DECLARATION of Major/Minor Only**

(It is the student's responsibility to obtain course/degree requirements from the major/minor department chairperson or delegated academic advisor.)

€ Academic Major to be declared: \_\_\_\_\_ Concentration (If Applicable) \_\_\_\_\_

€ Academic Minor to be declared: \_\_\_\_\_ Assigned Major Advisor: \_\_\_\_\_  
(To be completed by the Department Chair)

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chairperson's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**For CHANGE of Major/Minor Only**

(It is the student's responsibility to obtain course/degree requirements from the major/minor department chairperson or delegated academic advisor.)

€ I am changing my major from: \_\_\_\_\_ TO \_\_\_\_\_  
Concentration (If applicable): \_\_\_\_\_

€ I am changing my minor from: \_\_\_\_\_ TO \_\_\_\_\_

New Major Advisor: \_\_\_\_\_  
(To be completed by the Department Chair)

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

New Department Chairperson's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

My signature above indicates that I am aware that for graduation: I am required to complete 120 credit hours, meet minimum requirements in my new major, and have a minimum cumulative GPA of 2.0. I understand that the proposed change(s) may delay graduation.

**Completion of this form does not mean that a student has declared or changed his major. The form must be completed and submitted to the Office of Records and Registration for processing.**

*For ORR Use Only*

Processed by: \_\_\_\_\_ Date: \_\_\_\_\_