

UNDERGRADUATE CHANGE OF MAJOR/MINOR/SPECIALIZATION STUDENT RECORD

Form Information:

- Students who change majors "... are bound by the requirements for the major published in the course catalog for the academic year in which the new major is declared. For all other academic and graduation requirements, students remain bound by the regulations published in the course catalog for the academic year of initial acceptance to and enrollment in a Barry University program". (Academic Information Section, University Undergraduate Catalog)
- The University will automatically update the catalog year when processing the change in major. Changes in specializations/minors within the same major, students may continue in the course catalog for the academic year of initial acceptance to and enrollment in a Barry University program.

Form Requirements:

- All signatures must be obtained for the form to be considered complete.
- Submit completed form via email to the Office of the Registrar - registration@barry.edu - for processing.

Student Name: _____ Barry ID #: _____ Date: _____

☐

Using VA Education Benefits

☐

International Student

CHANGE OF SCHOOL/COLLEGE

Present Undergraduate School/College

_____ College of Arts and Sciences
 _____ School of Business and Public Administration
 _____ School of Education, Leadership, and Human Development
 _____ College of Health and Wellness

Requested Undergraduate School/College

_____ College of Arts and Sciences
 _____ School of Business and Public Administration
 _____ School of Education, Leadership, and Human Development
 _____ College of Health and Wellness

CHANGE OF ACADEMIC PROGRAM

FROM

Major

TO

Major

If degree audit course exceptions exist:

Copy all exceptions

Copy no exceptions

Copy some (send details to registrar@barry.edu)

**If no option is selected, no exceptions will be copied*

Specialization (if applicable)

Specialization (if applicable)*If specialization change only, please specify catalog year if different from current

Minor (if applicable)

Minor (if applicable)*If minor change only, please specify catalog year if different from current

Other

Other *If adding or removing a second major, please state details here

Date

Effective Date

Catalog Year

Present Advisor Signature

New Advisor (if known)

Present Department Chair/Coordinator/Director Signature

New Department Chair/Coordinator/Director Signature

Present Dean Signature (not for minor/spec. change only)

New Dean Signature (not required for minor/spec. change only)

Student Signature

Date

Special Instructions (Present School/College)
Please forward student's advising file to the new program.

Special Instructions (New School/College)
"Accepted" - Send original Change of Major Form to registration@barry.edu
"Denied" - Return form/file to previous college/school and notify student.

SIGNATURES

New Program

☐

Accepted

☐

Denied

OFFICE OF THE REGISTRAR USE ONLY

Completed by: _____

SGRD Checked: _____ YES _____ NO

Date Completed: _____