

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

 International Student

CHANGE OF SCHOOL/COLLEGE

Present Undergraduate School/College	Requested Undergraduate School/College
_____ College of Arts and Sciences	_____ College of Arts and Sciences
_____ School of Business	_____ School of Business
_____ School of Education	_____ School of Education
_____ College of Nursing & Health Sciences	_____ College of Nursing & Health Sciences
_____ School of Social Work	_____ School of Social Work

CHANGE OF ACADEMIC

FROM	TO
Major	Major
Specialization (if applicable)	Specialization (if applicable)*If specialization change only, please specify catalog year if different from current
Minor (if Application)	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

SIGNATURES

New Program

 Accepted

 Denied

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 required 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.

OFFICE OF THE REGISTRAR USE ONLY

Acad Prog : _____	Spec : _____	Minor : _____
Status: _____	Location: _____	SGRD Checked: _____ YES _____ NO
Completed by: _____	Date Completed: _____	