Change of Major/Minor Tutorial

Log Into GoldLink Portal
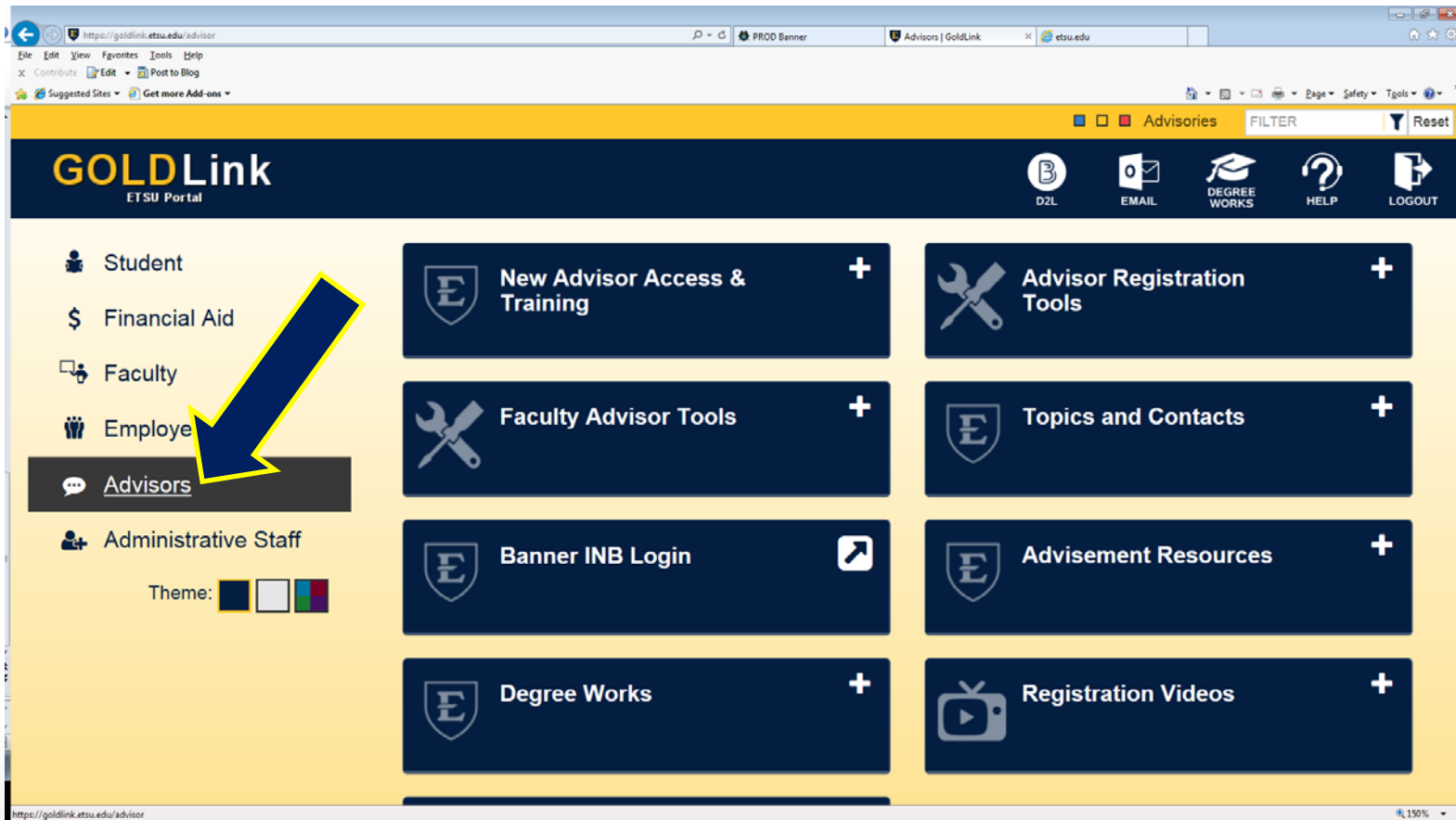
Once Logged In

- Click on Advisors

Faculty Advisor Tools

Undergraduate Major Change

Major Change Screen

- Enter the student's E# and click Go

Major/Minor Change Example

- Once you've entered the student's E# you will see this screen

Major/Minor Change Example Continued

- Click on the drop down menu and select desired change. If there's a second major or minor do the same.

Major/Minor Change Example Continued

- Once those selections have been made, click on Next

Major/Minor Change Example Continued

- On this page you will be asked to select the Degree Type. Click on the drop down menu for Degree Type, select, and then click on Next

If there is no concentration for this particular major, no drop down menu will appear.

Major/Minor Change Example Continued

- If there is a concentration, the Concentration drop down box will appear on this page. If there is no concentration available, the Concentration will say None. Once you have completed this page click Next

Major/Minor Change Example Continued

- Once you have reviewed this page, click on the Finish button

Major/Minor Change Example Continued

- This final screen will appear for you to confirm your information. Once you have reviewed and verified the change is correct, click on Submit Major Change

Major/Minor Change Submission Complete Screen

- When your submission is complete you will see this screen showing that your changes have been submitted.