

EAST TENNESSEE STATE UNIVERSITY  
UNDERGRADUATE CHANGE OF MAJOR FORM

**Instructions to Student:**

1. Students should declare major, minor and concentrations (as applicable) early in their academic careers.
2. Take this form to the advisement coordinator of your **NEW** major or minor.
3. The **NEW** major department will request your advisement folder from your **OLD** major and forward this form to the Office of the Registrar for updating.
4. You may be requested to make a second appointment for advisement once the folder has been received by your **NEW** major.

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PRINT NAME (Last, First, Middle)      STUDENT E-NUMBER      Year (FR, SO, JR, SR)      DATE

**Instructions to New Major or Minor Advisement Coordinator:**

1. Complete the information below and have the student sign the form.
2. Send a copy of this form to the old major (Old major: \_\_\_\_\_), requesting advisement folder transfer and notify the old major of the change.
3. Have the original form delivered to the Office of the Registrar, Room 101, B.E. Dossett Hall.
4. *If the student is within their last two (2) terms prior to completing their degree the form must be delivered to the Graduation Office, Room 102-B, B.E. Dossett Hall.*

**I. NEW MAJOR: (Please provide codes for the college, major and minor)**

Master list of codes available at: <http://www.etsu.edu/reg/academics/programlistings.aspx>

College \_\_\_\_\_

Degree \_\_\_\_\_

Major 1 \_\_\_\_\_

Concentration 1 \_\_\_\_\_

**II. NEW SECOND MAJOR**

College \_\_\_\_\_

Degree \_\_\_\_\_

Major 2 \_\_\_\_\_

Concentration 2 \_\_\_\_\_

**III. NEW/ADDED MINOR:**

Minor 1 \_\_\_\_\_

Minor 2 \_\_\_\_\_

This student has been interviewed and has been approved with the requirements of the major (minor) and concentration, the core courses, and electives.

Advisement Coordinator: \_\_\_\_\_

SIGNATURE

DATE

I understand the requirements of my new major (minor).

Student Signature: \_\_\_\_\_

SIGNATURE

DATE

Processed By: \_\_\_\_\_