

	<p>Louisiana Tech University Office of the University Registrar MAJOR CHANGE For Undergraduates Only</p>	
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1. Take this form to your current academic department OR to your Associate Dean for Undergraduate Studies for signature. Be sure they fill out the “Current Major” column completely. This notifies the department of your intent to change your major.

2. Then, take this form, along with an unofficial transcript, to your new department. Be sure they fill out the “New Major” column completely.

3. Once the form is completed and signed, bring it to the University Registrar’s office (Keeny Hall 207). Your major will be changed in the Student Information System (SIS) within five working days. You can confirm the changes by logging on to BOSS and viewing menu option “Unofficial Transcript”.

Student Full Name (PRINT)	CWID Number
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	Current Major	New Major
College		
Degree		
Major		
Minor (if required)		
Conc. (if applicable)		
Advisor		
Effective Quarter		

Student Signature	Date
Current Dept. Head <u>OR</u> Assoc. Dean’s Signature	Date
New Dept. Head <u>OR</u> Advisor’s Signature	Date

**Return this completed form to the University Registrar
Keeny Hall, Room 207**