

Application to Declare or Change Intended Major/Minor

INSTRUCTIONS

This form is for undergraduate students and selected masters students (as detailed below) who need to declare their intended major or minor or would like to change an existing recorded major or minor.

1. If you are **declaring** a major/minor for the first time you must state the name of your major/minor and circle **declare**.
2. If you are **changing** a major/minor you must state the name of your current and new major/minor, and circle **change**.
3. If you are **adding** a major/minor in addition to an existing one you must state both majors/minors and circle **declare**.
4. Students planning to apply to graduate must declare their major **before** applying (this form does not indicate intention to graduate).
5. Where specified, seek approval from the Associate/Sub Dean of the Faculty.
6. Return the **completed** application with the **approval** signature to Student Central - Building 17.

PERSONAL DETAILS

Student Number: _____ **Last Name:** _____ **First Name:** _____

Course Code: _____ **Course Name:** _____

IMPORTANT INFORMATION

In certain cases a change of major requires approval from the relevant Faculty. For the following courses, you must seek approval of the proposed change of major from the Faculty before returning the form to Student Central.

Faculty	Course
Faculty of Engineering and Information Sciences	Bachelors of: Information Technology; Mathematics Masters of: Computer Science; Engineering Studies; Information and Communication Technology as well as Advanced programs for these courses
Faculty of Law, Humanities and the Arts	Bachelor of Creative Arts (a recommendation from the appropriate School is required prior to Faculty consideration)
Faculty of Science, Medicine and Health	Bachelor of Environmental Science Note: course transfer form should be used when changing majors within the Bachelor of Science (course code 742) and Bachelor of Science (course code 749)
Faculty of Social Sciences	Bachelors of: Arts; Science (Psychology majors)

DECLARE OR CHANGE MAJOR / MINOR

Current Major/Minor (refer to your enrolment, e.g. Theatre)	
New Major/s (refer to Faculty for academic advice)	DECLARE / CHANGE (Please circle)
New Minor/s (refer to Faculty for academic advice)	DECLARE / CHANGE (Please circle)

STUDENT SIGNATURE

I acknowledge that I have read and have accepted the conditions outlined in this form.

Student Signature: _____ **Date:** _____

Faculty Approval

Recommended	YES / NO (Please circle)	Course Co-ordinator/ Head of School	
Approved	YES / NO (Please circle)	Associate/Sub Dean Name	
Date		Signature	