

**Stonehill College Registrar's Office**  
**DECLARATION OR CHANGE OF MAJOR / ADVISOR**

NAME: \_\_\_\_\_ STUDENT I.D. NUMBER \_\_\_\_\_

YEAR OF GRAD: \_\_\_\_\_ DATE: \_\_\_\_\_

CURRENT MAJOR 1: \_\_\_\_\_ CURRENT MAJOR 2: \_\_\_\_\_

PROPOSED MAJOR1: \_\_\_\_\_ PROPOSED MAJOR 2: \* \_\_\_\_\_

**\* A Four Year Plan Form must be submitted when proposing or changing a second major.**

If you are changing from a double major to one major, indicate the major you want to drop: \_\_\_\_\_

**(SOME DEPARTMENTS MAY REQUIRE ADDITIONAL MATERIALS TO DECLARE OR CHANGE A MAJOR – SEE BACK)**

AC	Accounting	ERM	Physics-Mechanical Eng. Notre-Dame	MU	Multidisciplinary Studies * see back
AT	Astronomy	ERP	UND Physics/Eng. Notre-Dame	NS	Neuroscience
AM	American Studies	ESE	Elementary-Education Studies	PA	Public Administration
BI	Biology	ESC	Early Childhood-Education Studies	PC	Psychology
BC	Biochemistry	EV	Environmental Studies	PH	Philosophy
CA	Catholic Studies	FI	Finance	PS	Political Science
CH	Chemistry (Sciences/B.S.)	FLF	Foreign Language - French	RS	Religious Studies
CHB	Chemistry (Liberal Arts /B.A.)	FLS	Foreign Language - Spanish	PYB	Physics (Liberal Arts B.A.)
CR	Criminology	FLC	Foreign Language - Combined	PY	Physics (Sciences /B.S.)
CS	Computer Science (Sciences/B.S.)	GN	Gender Studies	FN	Vis.& Perf. - General
COM	Communication-Mediated	HC	Healthcare Administration	FNA	Vis.& Perf. - Art History
COC	Communication - Studies	HSE	History - European	FNG	Vis.& Perf. - Graphic Design
EC	Economics	HSU	History - United States	FNM	Vis.& Perf. - Music
EN	English	HSW	History - World	FNS	Vis.& Perf. - Studio Arts
ERC	Comp. Science/Engineering Notre-Dame	IB	International Business	FNT	Vis.& Perf. - Theatre
ERH	Chemistry/Engineering Notre-Dame	IS	International Studies	SO	Sociology
ERE	Environmental/Engineering Notre-Dame	MA	Mathematics (Liberal Arts/B.A.)	UNA	Undeclared Science
ERA	Physics-Aerospace Engineering	MAB	Mathematics (Sciences/B.S.)	UNB	Undeclared Business
ERV	Physics- Civil Engineering Notre-Dame	MG	Management	ER	Undeclared Eng. Notre- Dame
ERL	Physics-Electrical Engineering Notre-Dame	MK	Marketing	UNL	Undeclared Liberal Arts

<b><u>NEW DEPARTMENT CHAIR OR PROGRAM DIRECTOR APPROVAL</u></b>		
<b>MAJOR 1:</b> _____		
<b>Please Print Name</b>	<b>Signature</b>	<b>Date</b>
<b>MAJOR 2:</b> _____		
<b>Please Print Name</b>	<b>Signature</b>	<b>Date</b>
<b>CHANGE OF ADVISOR</b>		
<b>CURRENT ADVISOR 1:</b> _____		
<b>CURRENT ADVISOR 2:</b> _____		
<b>NEW ADVISOR REQUESTED 1:</b> _____		
<b>NEW ADVISOR REQUESTED 2:</b> _____		

**Processed by:** \_\_\_\_\_

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_ Initials: \_\_\_\_\_  
 Date: \_\_\_\_\_

# Stonehill College

## Double Major Four-Year Plan

**\*This form must accompany the Declaration or Change of Double Major Form**

NAME \_\_\_\_\_ STUDENT I.D. NUMBER: \_\_\_\_\_

YEAR OF GRAD: \_\_\_\_\_ DATE: \_\_\_\_\_

CURRENT MAJOR: 1. \_\_\_\_\_ CURRENT MAJOR 2. \_\_\_\_\_

*To be certain you will be able to complete all the requirements of both majors as well as your general education program list all courses you have taken and plan to take at Stonehill College. Please consult your advisor or an advisor in the Office of Academic Services if you need assistance completing this form.*

Year	Fall Semester Course and Title	Spring Semester Course and Title
<b>First Year</b>	1.	1.
	2.	2.
	3.	3.
	4.	4.
	5.	5.
<b>Sophomore</b>	1.	1.
	2.	2.
	3.	3.
	4.	4.
	5.	5.
<b>Junior</b>	1.	1.
	2.	2.
	3.	3.
	4.	4.
	5.	5.
<b>Senior</b>	1.	1.
	2.	2.
	3.	3.
	4.	4.
	5.	5.

Please list any additional Advanced Placement (AP) and Transfer courses you have taken on the reverse side:

STUDENT SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_



## **THE MAJOR**

Degree candidates must declare, and be accepted in, a major field of study prior to enrollment in their last 15 courses. Students may declare or change a Major by completing this form and by obtaining the appropriate Department Chairperson or Program Director's approval. This form must be submitted to the Registrar's Office to complete the process.

## **ADDITIONAL DEPARTMENT REQUIREMENTS**

The Academic Departments below require that additional information be submitted with this Declaration or Change of Major Form before approval will be granted.

### **BUSINESS:**

All students wishing to declare a business major are required to attach a copy of their degree audit to this form.

Students wishing to transfer into Business from any Science or Liberal Arts major must receive the approval of the Business Department Chairperson.

Undeclared Business (UNB) students wishing to declare a specific Business area of concentration (AC, FI, IB, MG or MK) must receive the approval of that specific area's Program Director.

Students wishing to change from one declared Business area of concentration (AC, FI, IB, MG or MK), to another, are not required to receive Departmental approval, but are encouraged to speak with the relevant area Program Director.

**ENGLISH** - See Department Chair for additional information.

**EDUCATION** - See Department Chair for additional information.

### **DOUBLE MAJORS**

Students may enroll in two Majors, subject to the approval of the respective Department Chairpersons or Program Directors. This option must be requested by submitting this form along with an approved "Double Major Four-Year Plan" normally prior to enrollment in the student's final 10 courses. In some cases students may need to enroll in more than 40 courses in order to satisfy the requirements of both Majors.

**Certain combinations of double majors are not allowed. Please consult with the Department Chair, Program Director or Academic Services when deciding to double major.**

Students who satisfactorily complete two Majors will receive one degree from the College, with this exception: If a student satisfactorily completes the requirements for two Majors, whether before or after the student's official graduation, a second degree will be awarded if the second Major's degree (B.A., B.S., or B.S.B.A.) is different from the first Major. The student will be given the option of selecting which degree will be presented at Commencement.

### **MULTIDISCIPLINARY STUDIES MAJOR**

Multidisciplinary Studies is an individually designed major for students who want to accomplish intellectual goals outside a conventional major. Students interested in pursuing a Multidisciplinary Studies Major should contact the Office of Academic Services for guidance.