

**COLLEGE OF ARTS AND SCIENCES  
FORMAL DECLARATION OF MAJOR**

*Revised August 2004*

***THIS FORM SHOULD BE USED ONLY TO DECLARE MAJORS IN THE COLLEGE OF ARTS & SCIENCES.***

*Please read all instructions carefully before completing this form. Return the completed form to the CAS Academic Advising Office, Battelle-Tompkins room 100. Confirmation of your declaration will be made by e-mail.*

**STUDENT INFORMATION**

LastName \_\_\_\_\_ FirstName \_\_\_\_\_  
 ID # \_\_\_\_\_ Signature \_\_\_\_\_  
 E-mail \_\_\_\_\_

**CAS Staff Use Only**

Credit Hours \_\_\_\_\_  
 GPA \_\_\_\_\_  
 Curr. Prog. \_\_\_\_\_

**DECLARATION OF FIRST MAJOR**

*Choose the box below that best describes your student status. Choose only one. Be sure to get academic department authorization.*

- I have never before formally declared a major. My major is listed as "undecided" or "intended". I wish to declare the major listed below.
- I have previously declared a first major, but wish to change it. My first major is now \_\_\_\_\_ and I wish to change it to the one below.

**First Major:** \_\_\_\_\_ **Track (if applicable):** \_\_\_\_\_

**Dept. Approval** \_\_\_\_\_ **Faculty Advisor:** \_\_\_\_\_

**DECLARATION OF SECOND MAJOR**

*Choose the box below that best describes your student status. Choose only one. Be sure to get academic department authorization.*

- I have previously declared a first major, which is \_\_\_\_\_ and wish to add a second major.
- I have previously declared a second major, which is \_\_\_\_\_ but wish to change it to the one listed below.

**Second Major:** \_\_\_\_\_ **Track (if applicable):** \_\_\_\_\_

**Dept. Approval** \_\_\_\_\_ **Faculty Advisor:** \_\_\_\_\_

**COMMENTS**

*Please add any additional comments or explanations below.*

**CAS Staff Use Only**

<b>Data Entry</b>	<b>File Manager</b>	<b>Date stamp</b>
Date _____	<input type="checkbox"/> Previous CAS student: file in existing student file.	
By _____	<input type="checkbox"/> Previously in another school: Request file from _____	
Confirmation on _____	File requested on: _____	
	<input type="checkbox"/> Second major only: file separately.	