

**Request for an
Addition/Change of Major or Minor
Change of Major to Undeclared
Students with fewer than 90 Units**

◆ Office of the Registrar ◆ One Washington Square ◆ San José, CA 95192-0009 ◆

Instructions

1. Please type directly into each field.
2. Retrieve all the signatures required for the section that applies to you.
3. Please submit this form to window "R" (Registrar) in the Student Services Center (SSC).

IMPORTANT: Newly admitted students may not apply for a change of major until the first day of instruction.
The requirement term identifies the catalog year for your major requirements at San Jose State University.

SJSU ID _____ Last name _____ First _____ Middle _____

Contact Information:

Phone# _____ E-mail Address _____

Type of Degree Requested e.g. BS, BA, BFA, please specify: _____

Current Major/Concentration: _____ Current Minor: _____

Copy of unofficial transcript printed from MySJSU

- _____ Earned Units (UE) from 2 year institution (If this number is 70 or above, please put 70)
- _____ Earned Units (UE) from 4 year institution (other than SJSU)
- _____ Earned Units (UE) from AP/IB scores, military credit, etc.
- _____ Earned Units (UE) at SJSU
- _____ TOTAL EARNED UNITS

For **approval** of your new or added Major/Minor, the following signature(s) is/ are required from your **new** Major/ Minor Department(s).

Check box(es) that apply to you:

- New Major & Requirement Term: _____
Major Advisor's or Chairperson's Printed Name/Signature/Date
- Additional Major (Double Major) & Requirement Term _____
Major Advisor's or Chairperson's Printed Name/Signature/Date
- New Minor & Requirement term: _____
Minor Advisor's or Chairperson's Printed Name/Signature/Date
- Additional Minor (Double Minor) & Requirement Term _____
Minor Advisor's or Chairperson's Printed Name/Signature/Date

Change of Major to Undeclared:
The following 2 signatures are required

AARS Academic Advisor's Printed Name/ Signature/ Date

Director of AARS or Designee/ Printed Name/ Signature/ Date

For Office Use Only:

Date Received: _____ By: _____
Date Changed: _____ By: _____

Major Minor less than 90 07-20-20