



STUDENT CHANGE OF MAJOR REQUEST

READ THE IMPORTANT INFORMATION ON THIS PAGE BEFORE COMPLETING THE FORM (ON THE SECOND PAGE)

The purpose of this form is to provide students with online access to the Student Change of Major Request Form. Students who complete and submit this form for processing are requesting to change their currently declared type of program (i.e., degree/certificate) and/or major. The student must fill in the required information on the form, sign and date it (at the bottom of the form), and fax it to **Advisement Services, fax # (305) 237-2334**. If you have any questions about changing your major, call Advisement Services at (305) 237-2125 and speak to an Advisor.

Important Notes:

- 1. Students receiving--or planning on receiving--Federal Financial Aid (Pell Grant):**
 - Changing your major can affect your eligibility to receive Federal Financial Aid.
 - Check with your Financial Aid Advisor before filling out this form.
- 2. Students who cannot use this form to request a change of major are:**
 - a. International Students (F1 Visa)**
 - b. Students who are receiving Veteran's benefits**
 - International Students and students who are receiving Veteran's benefits must see their Advisor/Coordinator in the International Student Services Department or Registrar's Office, as appropriate.
 - c. Students who wish to change their type of program from College Credit to Vocational Credit or vice versa.**
 - College Credit students who want to change their type of program to Vocational Credit must complete the "Application for Vocational Credit Courses and Programs" Form, accessible online at <http://www.mdc.edu/Forms/AdmApp-V.pdf>.
 - Vocational Credit students who want to change their type of program to College Credit must complete the "Application for Admission or Readmission to College Credit Courses and Programs" Form, accessible online at <http://www.mdc.edu/Forms/AdmApp.pdf>.
 - d. Students who wish to apply for MDC's Bachelor's Degree Programs** (these programs require completion of a supplemental form, which is available in the Office of Admissions).
- 3. Students who wish to apply for MDC's Medical Center Campus AS Degree Programs must first complete the "Pre-Select" Program, then apply for the regular program at Medical Center Campus.**



STUDENT CHANGE OF MAJOR REQUEST (FORM)

FILL IN YOUR STUDENT INFORMATION BELOW

Last Name:			
First Name:			
MDC Student ID:			
		If you do not know your ID #, type/print the last four digits of your Social Security number here:	
E-mail Address:			
Day Phone #:	()		
Evening Phone #:	()		

FILL IN YOUR CHANGE OF MAJOR INFORMATION

(The list of available majors is accessible at the following web site:

<https://sisvsr.mdc.edu/ps/sheet.aspx>)

	Type of Degree or Certificate (such as "AA" or "AS")	Name of Program (such as "Accounting")	5-Digit Program Code
Current Major: (incorrect major)			
NEW Major: (correct major)			

I, THE UNDERSIGNED, UNDERSTAND THE PURPOSE OF THIS FORM AND AUTHORIZE MDC ADVISEMENT SERVICES PERSONNEL TO CHANGE MY MAJOR, AS REQUESTED ON THIS FORM.

Student's Signature:		Date Signed:	
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Fax completed form to: Advisement Services, fax # (305) 237-2334.