Change of Major/Change of Catalog Year Form

This form is for students in the sophomore year or later – First-year students should use the Declaration of Major Form.

Name: __________________________________________  Date: __________________________________________

Student ID: ______________________________________

E-Mail Address: __________________________________  Phone Number: __________________________________

Check one of the following:

☐ Change of Major (with or without Change of Catalog Year)  ☐ Change of Catalog Year Only

(Complete Only Part A)  (Complete Only Part B)

Note about Catalog Year: Degree requirements may change from year to year. Your catalog year determines the specific requirements you need to complete in order to earn your engineering degree. The default is the academic year you first entered McCormick, though you are able to change to any later catalog year. By changing catalog years, you must meet those requirements completely. Most changes on a year-to-year basis are minor, however, changing your catalog year may have major implications for completing your degree and you should know exactly how this would impact you before making the change.

Part A - Change of Major

Old Major: _________________________  New Major: _________________________

Old Major Catalog Year:  _____________  New Major Catalog Year:  ______________

_________________________________________________  _________________________________________________

Signature of Old Major Advisor   Signature of New Major Advisor

_________________________________________________  _________________________________________________

Printed Name of Old Major Advisor   Printed Name of New Major Advisor

Advisor listings can be found in the Academic Services Office

Part B - Change of Catalog Year Only

Major: ____________________________

Old Catalog Year:  ___________________  New Catalog Year:  ___________________

_________________________________________________

Signature of Advisor

_________________________________________________

Printed Name of Advisor

Return Completed Form (with necessary signatures) to the Academic Services Office, Tech L269

Copies to: (as appropriate)

Old Department
New Department

August 5, 2005