



## MAJOR CHANGE APPLICATION

**Instructions for student:**

1. Complete the top half of the form.
2. Send to your Faculty Advisor.
3. Once signed, send to the new departmental Office Coordinator.
4. Current Office Coordinator: Forward a copy of the student's advising file to the new department.

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Present Classification: \_\_\_\_\_ Expected Grad Date: \_\_\_\_\_

Current Major(s): \_\_\_\_\_

Requested New Faculty Advisor (if desired)\* \_\_\_\_\_

Adding or dropping a Major? \_\_\_\_\_

If adding, which Major/Concentration: \_\_\_\_\_

If dropping, which Major? \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Faculty Advisor Name \_\_\_\_\_

Faculty Advisor Signature \_\_\_\_\_ Date \_\_\_\_\_

### ACTION TAKEN BY NEW DEPARTMENT

**Instructions for new department:**

1. Complete section below, and scan copy of completed form to registrar@wheaton.edu and copy the student. The Registrar's Office will process the request in Banner.
2. Put original paperwork in student's file.

Accepted into new major? \_\_\_\_\_ Department \_\_\_\_\_

New Faculty Advisor Name \_\_\_\_\_

Department Chair/Office Coordinator Name \_\_\_\_\_

Chair/OC Signature \_\_\_\_\_ Date \_\_\_\_\_

**\*Note:** New advisor requests may not be honored due to existing advising load or other departmental responsibilities