



Office of University Registrar
 Foster Administration Building, Room 116
 285 Old Westport Road
 Dartmouth, MA 02747

Phone: 508.999.8615
 Fax: 508.999.8633
 Email: Registrar@umassd.edu

Undergraduate Major/Minor/Concentration Change Form

Students are encouraged to consult their faculty advisor before changing a major or adding, dropping, or changing a minor or concentration. The Advising, Support & Planning (ASAP) Office will assist students who are uncertain about which advisor to see. Students must complete this form, with all required information and signatures, and submit it to the Office of University Registrar to be processed.

Step 1: Complete Student Information

Student Last Name	Student First Name	Student ID
Phone	Email Address	

Step 2: Select Appropriate Change

Specify Major/Minor/Concentration Title

<input type="checkbox"/> Change Major	
Drop Major	
Add Major	
<input type="checkbox"/> Add 2nd Major	
<input type="checkbox"/> Add Minor	
<input type="checkbox"/> Drop Minor	
<input type="checkbox"/> Add Concentration	
<input type="checkbox"/> Drop Concentration	

Step 3: Obtain Required Signatures

	Printed Name	Signature	Date
Student			
Current Department Chairperson			
New Department Chairperson			
New College Dean/Designee			

New Advisor Assigned*	
New Advisor COIN UMS Number	

*A new advisor will be assigned by the new department chair. If left blank above, the department chair will be initially assigned.

Please note:

- Forms received after the semester Add/Drop deadline will be effective for the following semester.
- A change of major may affect your university bill based on college fee assessed.

Registrar Office Use Only:

Effective Date: ____/____/____
 Effective Semester/Year: Fall ____ Winter ____ Spring ____ Summer ____
 Processed by: _____