



Change of Program/Plan/Sub-Plan

Student Name _____ Student ID# _____ Date of Birth _____

Student Signature _____ Date _____

- Complete Parts I and II to declare or change your academic major, concentration or minor.
- Obtain all necessary signatures. (see back of form)
- Submit completed form to your primary college office.

PART I	PART II
Current Academic Information:	Changing To:
Program (College) _____	Program (College) _____
Plan (Major) _____	Plan (Major) _____
Concentration _____	Concentration _____
Minor(s) _____	Minor(s) _____
<p>DOUBLE MAJOR/DOUBLE DEGREE ONLY Double Major or Double Degree <i>(circle one)</i></p> <p><i>A Double Degree requires completing at least 30 credits beyond the number required for the primary degree (i.e. 150 total credits).</i></p>	
Primary	Secondary
Program (College) _____	Program (College) _____
Plan (Major) _____	Plan (Major) _____
Concentration _____	Concentration _____

Student Must Obtain All Applicable Signatures	
Varies by College – See reverse side for more details.	
College Approval (<i>primary</i>) _____	Date: _____
College Approval (<i>secondary</i>) _____	Date: _____
Leaving Department Chair _____	Date: _____
Incoming Department Chair _____	Date: _____
Incoming Department Chair (<i>secondary</i>) _____	Date: _____
Minor Department Chair _____	Date: _____

College Office Use Only	
Program Requirement Term _____	Advisor (<i>primary plan</i>) _____
Plan Requirement Term _____	Advisor (<i>secondary plan</i>) _____
Minor Requirement Term _____	

Signatures Required

Use the College signature requirements for the major/minor being declared.

College	Declaring a Major <i>(also dropping double major or degree)</i>	Declaring or Dropping a Minor
Education & Human Development <i>(Shibles Hall)</i>	Associate Dean/Director	If student's major is in Education, need Associate Dean/Director If student's major is not in Education, need Minor's Department Chair & Student's Associate Dean/Director
Engineering <i>(AMC Building)</i>	Incoming Department Chair & Associate Dean/Director If student is leaving Engineering for another college, need Major's Department Chair signature.	Minor's Department Chair & Student's Associate Dean/Director
Engineering Technology, School of <i>(Boardman Hall)</i>	Associate Dean/Director	Minor Department Chair & Student's Associate Dean/Director
Explorations & Foundations <i>(York Village)</i>	Explorations & Foundation students must meet with their academic advisor to complete this form. The advisor will secure the signature of the Associate Dean/Director and inform the student of the process.	Minor Department Chair & Student's Associate Dean/Director
Liberal Arts & Sciences <i>(Stevens Hall)</i>	Associate Dean/Director	Minor's Department Chair & Student's Associate Dean/Director
Maine Business School <i>(D.P Corbett Bldg)</i>	Associate Dean/Director	Minor's Department Chair & Student's Associate Dean/Director
Natural Sciences, Forestry & Agriculture <i>(Winslow Hall)</i>	Incoming Program Coordinator/Chair/Director & Associate Dean If student is leaving NSFA for another college, they do not need to obtain leaving Program Coordinator/Chair/Director signature.	Minor's Program Coordinator/Chair/Director & Student's Associate Dean