CHANGE OF PROGRAM PLAN

Student's Name: ___________________________ Signature: ___________________________ Panther ID: _____________

ITEMS TO BE ADDED

Add:
- Major Code: _______________________________
- Track Code: _______________________________
- 2nd Major Code: ___________________________
- 2nd Bachelor’s Code: ______________________
- Minor Code: _______________________________
- Certificate Code: __________________________

Approver’s Signature: _______________________
Approver’s ID: ______________________________
Date: ______________________________________

DEPARTMENTAL USE ONLY

Requirement Term: __________________________
Action Reason: ______________________________

ITEMS TO BE REMOVED

Remove Major: ______________________________
Remove 2nd Major: __________________________
Remove 2nd Bachelors: _______________________ 
Remove Minor: ______________________________
Remove Track: ______________________________
Remove Certificate: __________________________

Department Stamp Required:

Department: _________________________________
Dean (if applicable): __________________________

Additional Comments: ______________________

* Students cannot pursue a non-fully-online second degree, second major, minor, or certificate while pursuing a fully-online degree program.

** Students must be concurrently enrolled in two Bachelor Degree programs in order to receive two diplomas.

*** A Change of Major cannot occur on a student with a Non-Degree plan.

**** Any changes made after the first day of the term will go into effect the next semester.

FOR STUDENTS WITH RDX INDICATOR:

This form is approved for the following reason(s):
- Change will expedite time to graduation
- Credits for second major, second Bachelor’s, minor, or certificate have already been earned and will not delay graduation
- Student can complete credits for second major, second Bachelor’s, minor or certificate within original timeframe to graduation
- Change will not negatively impact excess credit count
- Other: _________________________________

Dean’s Signature: __________________________
Panther ID: ________________________________
Date: _____________________________________

Student Athlete: Y / N Effective Date of Change: ____________ SAAC Official Signature: ____________________

SUBMISSION INSTRUCTIONS

1. Login to your my.fiu.edu account
2. Click on the Student Tools tile
3. Click on the Document Upload tile
4. Select REGISTRATION, CHANGE OF MAJOR from the drop-down menus
5. Attach form and any supporting documentation
6. Submit

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