

Student's Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Panther ID: \_\_\_\_\_

**ITEMS TO BE ADDED**

Add:

- Major Code: \_\_\_\_\_
- Track Code: \_\_\_\_\_
- 2<sup>nd</sup> Major Code: \_\_\_\_\_
- 2<sup>nd</sup> 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 2<sup>nd</sup> Major: \_\_\_\_\_

Remove 2<sup>nd</sup> Bachelors: \_\_\_\_\_

Remove Minor: \_\_\_\_\_

Remove Track: \_\_\_\_\_

Remove Certificate: \_\_\_\_\_

**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: \_\_\_\_\_

**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.

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