

SUNY Adirondack Office of Records and Registration

ADDRESS: 640 Bay Road, Queensbury, NY 12804-1445 | CALL: 518.743.2279 | FAX: 518.832.7601 | EMAIL: registrar@sunyacc.edu

Change of Major Form

Current academic program information is available in the College Catalog (<http://catalog.sunyacc.edu/programs>). Major Changes will be for the most recent catalog year unless a Catalog Year request is marked below. Microcredential information is available on the College website (<https://www.sunyacc.edu/academics/microcredentials>).

It is possible to earn a second degree or certificate at SUNY Adirondack, provided the second degree requires a significant amount of additional coursework in a different field of study. The 2nd degree must have a minimum of 20 credits hour difference in its core requirements from the 1st degree. 84 credits (or more) are required to earn a 2nd degree. A 2nd certificate must have a minimum of 15 credits hour difference in its core requirement from the 1st certificate. (<http://catalog.sunyacc.edu/regulations/seconddegree>).

Semester: Summer Fall Winter Spring Year: _____ Date: _____

Student Name (Please print): _____ Banner ID: _____

Student Status: First Year Transfer Continuing Returning

Please select:

- I receive Financial Aid (PELL, TAP, Excelsior Loans, etc.). If you receive Financial Aid, you should check-in with a representative of their office prior to adjusting your Major, as it may have implications on the Aid you receive.
- I receive Military Benefits. If you receive Military Benefits, you should check-in with the Veteran School Certifying Official, prior to adjusting your Major, as it may have implications on the Benefits you receive.
- Not applicable.

Change Requested –Complete major name or correct major abbreviation required as incomplete forms cannot be processed.

PRIMARY MAJOR Current Primary Major: _____

Update Primary Major to current catalog year Change Primary Major to: _____

SECONDARY MAJOR Current Secondary Major: _____

Update Secondary Major to current catalog year Change or Add Secondary Major: _____

MICROCREDENTIAL Add Change Remove Title: _____

Change of Major Acknowledgement:

I understand by changing my major, this may have implications on my Aid or Benefits for the current semester which may impact my overall bill. I understand I will be responsible for associated charges or adjustments to my Student Account.

I understand by changing my major, this may change how my credits apply towards my requested degree. I understand Degree Works will be updated for current semester major changes once the change occurs in Banner but for future semester changes, this will be viewable in Degree Works 30 days prior to the start of the future semester, a "What-If" review can be done in Degree Works when available.

The major catalog year and requirements will always be the most current catalog year unless a change is requested above.

Student Signature: _____ **Date:** _____

Completed forms and a copy of your ID should be emailed to advising@sunyacc.edu for approval by a Student Success advisor. Forms will be sent by Student Success to registrar@sunyacc.edu once approved.

STUDENT SUCCESS USE ONLY:

The student has completed the following previous degree(s) at SUNY Adirondack: _____

- The student has not completed any prior degrees at SUNY Adirondack.
- The student has transfer credits that needs to be evaluated because of this new major.

Student Success/Saratoga Staff Advisor Signature: _____ **Date:** _____

REGISTRAR'S OFFICE: Date Processed: _____ Initials: _____ Transfer Credits Reevaluated by Initials: _____