

UNIVERSITY OF SOUTHERN MAINE

Date _____

CHANGE OF COLLEGE/SCHOOL AND/OR MAJOR

DOUBLE MAJOR _____ within 120 credits

SECOND DEGREE _____ minimum 150 credits

Name: _____ ID# _____
Last First M

Mailing Address: _____
Street Address City State Zip Code

Please Check if this is a new address.

CREDIT HOURS EARNED:

USM Credits _____
TRANSFER Credit _____
TOTAL _____

EFFECTIVE DATE OF CHANGE:

(Check & Enter Appropriate Year)
____ Fall Semester
____ Spring Semester 20____
____ Summer Semester

I REQUEST

CHANGE OF COLLEGE/SCHOOL

From: _____
Present College/School
(see departmental codes below)

To: _____
New College/School
(see departmental codes below)

From: _____
Present Major
(see major codes below)

To: _____
New Major
(see major codes below)

SECOND MAJOR OR DEGREE: _____

Signature required for the following:

STUDENT SIGNATURE

NEW DEPARTMENT CHAIR

CURRENT ADVISOR - PRINT

NEW ADVISOR - PRINT

CURRENT ADVISOR - SIGNATURE

NEW DEAN - SIGNATURE

Office use only:

MATR DATE: _____ GPA: _____ PROFICIENCY MET: Eng _____ Math _____

DEPARTMENTAL CODES

College of Arts & Science (CAS)

ACH AS APPLIED CHEMISTRY
ARB AS BFA CANDIDATE
ARC AS ART CANDIDATE
ARE AS ART EDUCATION
ARF AS BFA ART
ARH AS ART HISTORY
ART AS ART
BIO AS BIOLOGY
CHY AS CHEMISTRY
COM AS COMMUNICATION
CRM AS CRIMINOLOGY
ECO AS ECONOMICS
ENG AS ENGLISH
FRE AS FRENCH
GES AS GEOSCIENCES
GEY AS GEOLOGY
GYA AS GEOGRAPHY-ANTHROPOLOGY
HTY AS HISTORY
LIN AS LINGUISTICS
MAT AS MATHEMATICS
MES AS MEDIA STUDIES
MUE AS MUSIC EDUCATION
MUJ AS Music Jazz
MUP AS MUSIC PERFORMANCE
MUS AS MUSIC
MUT AS MUSICAL THEATRE
PHY AS PHYSICS
PLY AS PHILOSOPHY
POL AS POLITICAL SCIENCE
PSW AS PRE SOCIAL WORK
PSY AS PSYCHOLOGY
SDE AS SELF DESIGNED MAJOR -GROUP - **See below**
SDM AS SELF DESIGNED MAJOR - INDIVID -
(Proposed by an individual & approved
by SDM committee)
SOC AS SOCIOLOGY
SWO AS SOCIAL WORK
THE AS THEATRE

Group Contract Self-Designed Major Codes (SDE)

CH CLASSICAL HUMANITIES
CS CLASSICAL STUDIES
FL FOREIGN LANGUAGES
FS FRENCH STUDIES
SN GENERAL SCIENCE
GS GERMAN STUDIES
HS HISPANIC STUDIES
IS INTERNATIONAL STUDIES
RS RUSSIAN STUDIES
SS SOCIAL SCIENCES

School of Business (BUS)

Catalogs 2008-09 Plus 2007-08 Plans and subplans

GMG-BSBA	RISKMGMT
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Catalog 2007-08

<u>Plans</u>	<u>Subplans</u>
GMG-BSBA	ENTREPREN
GMG-BSBA	GENERALIST
GMG-BSBA	INTERNATIONAL
GMG-BSBA	SPORTSMGMT
ACC-BSBA	
FIN-BSBA	
MKT-BSBA	

Catalogs up to 2007-08

ACC BU ACCOUNTING
ACF BU ACCOUNTING & FINANCE
BUS BU BUSINESS ADMINISTRATION
PAC BU PRE-ACCOUNTING
PAF BU PRE-ACCOUNTING & FINANCE
PBU BU PRE-BUSINESS
PEC BU PRE-ECONOMICS

Lewiston Auburn College (LAC)

HUM LA ARTS & HUMANITIES
LOS LA LEADERSHIP AND ORGANIZATION ST
SBS LA SOCIAL & BEHAVIORAL SCIENCES
SCI LA NATURAL & APPLIED SCIENCES

College of Nursing (NUR)

ALT NU ATHLETIC TRAINING
ATC NU ATHLETIC TRAINING CANDIDATE
EXS NU EXERCISE PHYSIOLOGY
HEF NU HEALTH FITNESS
HLS NU HEALTH SCIENCES
NRN NU NURSING - RN TO BS
NUA NU NURSING - ACCELERATED
NUC NU NURSING CANDIDATE
NUL NU NURSING - LAC BASED
NUR NU NURSING
SPM NU SPORTS MEDICINE
TRC NU THERAPEUTIC RECREATION
2YT NU 2 YEAR THERAPEUTIC RECREATION

School of Applied Science (SAS)

ATE SC APPLIED TECHNICAL EDUCATION
ATL SC APPLIED TECHNICAL LEADERSHIP
COS SC COMPUTER SCIENCE
EE SC ELECTRICAL ENGINEERING
ENV SC ENVIRONMENTAL SCIENCE & POLICY
ESH SC ENVIRONMENTAL SAFETY & HEALTH
INT SC INDUSTRIAL TECHNOLOGY
TCE SC TECHNOLOGY EDUCATION

WST SP WOMEN'S STUDIES

Undeclared/Conditional (UND)

UND Undeclared
CND Conditional

Procedure for changing or declaring a major.

- Bring this form with you when meeting with your current faculty advisor or academic advisor.
- Meet with your current faculty advisor or academic counselor to discuss your choice of major and to have the Declaration of Major form signed.
- Have you met proficiencies in Writing and in Math?
- Is your grade point average in good standing?
- Does the new department have prerequisites to be met before you declare?
- Make an appointment with the *new* department chairperson to request admissions to the major and/or ask questions about the appropriateness of the new major to your long-term goals.
- After the *new* department chairperson signs the form, it is then sent to the appropriate dean's office for approval. The dean's office will send the form to the Registrar's Office for processing.