

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

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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

### Lewiston Auburn College (LAC)

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

### School of Business (BUS)

#### Catalog 2009-2010

#### 2009-2010 Plan and subplan

GMG-BSBA SUSTAIN

#### Catalog 2008-09 Plus

#### 2007-2008 Plan and subplan

GMG-BSBA RISKMGMT

#### Catalog 2007-2008

<i>Plans</i>	<i>Subplans</i>
GMG-BSBA	ENTREPREN
GMG-BSBA	GENERALIST
GMG-BSBA	INTERNATIONAL
GMG-BSBA	<del>SPORTSMGMT</del>
ACC-BSBA	SPT-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

### 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.