UNDERGRADUATE CHANGE OF PROGRAM/PLAN/SUBPLAN/MINOR

Student ID Number: __________________________
Student Last Name: __________________________ First Name __________________________

Instructions: Check and complete one or more of the following options:

☐ Change of plan (major) to the following new Program/Plan
(examples: BHLTU/BHLTHSCIBS to BBUS/BBUSFINBS)

Academic Program Information: __________________________
Academic Plan Information: __________________________
Sub Plan Information: __________________________
( ) This is for a double major.

Note: Change will be in effect for next semester if submitted after the drop/add period.

☐ Change or add the following subplan (concentration): __________________________

Note: Change will be in effect immediately.

☐ Add/Remove a minor as follows:

( ) Add Minor: __________________________ ( ) This is for a double minor
  Courses required for Brooklyn minor must be listed on reverse side of this form by Chair of Minor Department

( ) Remove Minor: __________________________

Note: Change will be in effect immediately.

Student Signature: __________________________ Date __________

Department Chairperson/Program Director: __________________________ Date __________

FOR REGISTRAR USE ONLY:

PROCESSED BY: ___________ DATE PROCESSED: ___________ EFFECTIVE DATE OF CHANGE: ___________

NOTES: __________________________

Rev 11/2019
A minor consists of at least 12 credits in courses numbered over 100 in a department or discipline other than the student’s major.

**Courses required for Minor Listed on Side 1 of form**

- Course_________________________ Grade: _____
- Course_________________________ Grade: _____
- Course_________________________ Grade: _____
- Course_________________________ Grade: _____
- Course_________________________ Grade: _____
- Course_________________________ Grade: _____