

Student Name: _____
LAST FIRST MIDDLE

 Student ID: _____ Semester: Fall Winter Spring Summer Year: _____

 Anticipated Graduation Term: January May August Anticipated Graduation Year: _____

 Class Level: FR SO JR SR Current Degree Program: BA BFA BMus BS

Undergraduate students must declare major(s) and minor(s) by filing this form with the Registrar's Office. Students may declare majors or minors at any time after entry to the college, but **no later** than the declaration deadline during their sophomore year. This deadline is published in the academic calendar. **Students who do not meet the Spring sophomore declaration deadline will receive a registration hold.**

When declaring, upon consultation with the division chair, students will be assigned an advisor who is a member of their major division. (Students who declare a major with fewer than 40 credits will continue to be advised by Academic Advising.) Students with multiple majors will be assigned a major advisor in each division. Forms will be processed within three business days.

A change from one program to another may extend your graduation date! Students are strongly encouraged to consult with their advisor.

MAJOR DECLARATION / CHANGE OF PROGRAM
Declarations of additional majors will not be accepted if current program is UNDECLARED.

Major 1: _____ <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Remove	Concentration: _____ Major 1 Advisor: _____
Chair Signature: _____	Advisor Signature: _____
Date: _____	Date: _____

Note: If a primary major is declared or changed and a major advisor name is missing, the division chair will be assigned.

Major 2: _____ <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Remove	Major 2 Advisor: _____
Chair Signature: _____	Advisor Signature: _____
Date: _____	Date: _____

*Note: Additional majors in Education are not declared using this form.
 Students must be accepted via the issuance of an acceptance letter from the School of Education.
Self-Designed majors require approval from SASCC; consult with advisor.*

MINOR DECLARATION / CHANGE
Declarations of minors will not be accepted if current program is UNDECLARED.

Minor 1: _____ <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Remove	Chair Signature: _____ Date: _____
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Minor 2: _____ <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Remove	Chair Signature: _____ Date: _____
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Minor 3: _____ <input type="checkbox"/> Add <input type="checkbox"/> Change <input type="checkbox"/> Remove	Chair Signature: _____ Date: _____
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Note: Removal of a minor does not require a chair or advisor signature.

Student Signature: _____ Date: _____

CHANGES ARE NOT FINAL UNTIL PROCESSED AND CONFIRMED BY THE REGISTRAR'S OFFICE.

Manhattanville College Registrar's Office ♦ Reid 3rd Floor ♦ 914-323-5337 ♦ registrar@mville.edu