

Change of Major/Add a Track

Enrollment Services

Phone 626.396.2313

Fax 626.396.2209

enrollmentservices@artcenter.edu

Change of Major requests must be approved by the Department Chair of the new Major. The Deadline to submit a Change of Major form to Enrollment Services is prior to the first day of a new semester.

Student Information (Please Print)

Last Name, _____ First Name _____ Student ID _____ Major _____

Level

Undergraduate Graduate F-1 Student Yes No

Current Term

Spring Summer Fall Year _____ Receiving Financial Aid Yes No

Mailing Address

Street Address _____ Is this a new address? Yes ___ No ___

City _____ State _____ Zip _____ Email _____

Home Phone _____ Cell Phone _____

Specify: Change of Major / Add a Track

Current Major _____ to _____ New Major/ Track.

Courses to be Waived or Substituted

Attach a Course Waive/Sub form to indicate any waives or substitutions that should be applied to the students's record with relation to courses completed versus courses required by the new Major/Track.

Student is required to enroll in 1st Term courses.
(Attach a **Registration Exception form** to indicate the courses in which the student needs to enroll).

Signatures

Department Chair Signature (New Major) **Date**

International Student Advisor Signature (F-1 students only) **Date**

Financial Aid Advisor Signature (Required for all students receiving financial aid) **Date**

Student Signature and Acknowledgement

Student Signature **Date**

By signing this form, I acknowledge and accept that changing my Major requires me to complete the current catalog requirements of the new Major. This may require additional semesters of study to complete my degree requirements and / or may result in loss or gain of academic transfer credits and / or have a negative effect on your financial aid award.

ArtCenter College of Design
1700 Lida Street, Pasadena, California 91103

For Office Use Only

Studio Credit Reconciled: _____ Academic Credit Reconciled: _____ Date Processed: _____

Student shall begin new Major effective: Semester _____ 20 _____