

The student fill this section ONLY!

Student's Name: _____

Signature: _____

Panther ID: _____

ITEMS TO BE ADDED

Add:

- Major Code: _____
- Track Code: _____
- 2nd Major Code: _____
- 2nd Bachelor's Code: _____
- Minor Code: _____
- Certificate Code: _____

Approver's Signature: _____

Approver's ID: _____

Date: _____

DEPARTMENTAL USE ONLY

Requirement Term: 1201

Action Reason: _____

This section is for the Advising office

ITEMS TO BE REMOVED

Remove Major: _____

Remove 2nd Major: _____

Remove 2nd Bachelors: _____

Remove Minor: _____

Remove Track: _____

Remove Certificate: _____

Department Stamp Required:

Department: _____

Dean (if applicable): _____

Additional Comments:

FOR STUDENTS WITH RDX INDICATOR:

This form is approved for the following reason(s):

- Change will expedite time to graduation
- Credits for second major, second Bachelor's, minor, or certificate have already been earned and will not delay graduation
- Student can complete credits for second major, second Bachelor's, minor or certificate within original timeframe to graduation
- Change will not negatively impact excess credit count
- Other: _____

If needed, this section is completed by the DEANS ONLY!

Dean's Signature: _____

Panther ID: _____

Date: _____

* Students **cannot** pursue a non-fully-online second degree, second major, minor, or certificate while pursuing a fully-online degree program.

** Students **must** be concurrently enrolled in two Bachelor Degree programs in order to receive two diplomas.

*** A Change of Major **cannot** occur on a student with a Non-Degree plan.

****Any changes made after the first day of the term will go into effect the next semester.

Student Athlete: Y / N Effective Date of Change: _____ SAAC Official Signature: _____

SUBMISSION INSTRUCTIONS

1. Login to your my.fiu.edu account
2. Click on the Student Tools tile
3. Click on the Document Upload tile
4. Select **REGISTRATION, CHANGE OF MAJOR** from the drop-down menus
5. Attach form and any supporting documentation
6. Submit