College of Behavioral and Social Sciences
2148 Tydings Hall, College Park, MD 20742  P: 301.405.1697  F: 301.314.4087  B: www.bsosundergrad.blogspot.com  W: www.bsos.umd.edu

Change/Addition of Major

University ID Number:

Name:

Email Address:

Phone Number:

Are you changing or adding a major?
☐ Major Change
☐ Addition of Major (120 credits)*
☐ Addition of Degree (150 credits)*

Primary Major

Secondary Major

*Students adding a double major or double degree who will exceed 10 semesters or 130 credits need to meet with a BSOS Advisor. Some majors require a 3.3 cum GPA to add a double.

Intructions
Step 1. Meet with Department: Meet with a departmental advisor or attend a department workshop to learn about requirements.
Step 2. Develop Academic Plan: The academic plan should show how you will complete degree requirements. To get information about Academic Planning Workshops please view the College of Behavioral and Social Sciences website: http://www.bsos.umd.edu/for-students/advising/majors.aspx.
Step 3. Read and Sign This Form: You are responsible for all information on this form. If the form is not signed, it will not be processed.
Step 4. For Double Majors and Double Degrees: As per university policy established May 28, 2009, students wishing to add a second major or degree in CCJS, ECON, GVPT, and PSYC must have a cumulative grade point average of 3.3 or higher. First semester freshmen are exempt from this requirement through the last day of classes of their first semester at the University of Maryland.
Step 5. Submit This Form and Academic Plan to BSOS Advising (2148 Tydings): You will receive an e-mail about the status of your plan after it has been reviewed. If your plan is denied, you will need to meet with a college advisor before proceeding.
Step 6. Complete Benchmark Requirements: Students who do not complete the Benchmark requirements in the allotted timeframe, will be dismissed from the major. Once dismissed, you may not return to the major.

STATEMENT OF UNDERSTANDING — Please read and initial each of the following:

I understand that I am expected to meet the major requirements, in place as of today’s meeting, with the required grades and I am expected to meet the University’s minimum 120 credits to earn a degree.

I understand that I must meet benchmarks/gateways for my major by the specified deadline(s). If I am dismissed from my major for not meeting these requirements, I understand the College’s policy is that I cannot return to that major.

I understand that my graduation plan is a guideline to completing my requirements and does not guarantee the availability of classes in any given semester. I also understand that I will be held responsible for any changes I make to my plan after it has been reviewed.

I understand that I must meet the prerequisites for a course before I can register for that course.

I understand that I cannot earn additional credits for coursework that I already have completed through transfer, AP, IB, CLEP, or at UMD. I am expected to report past or future credit duplications to an academic advisor. If I withhold such information, I may not graduate when expected and may be referred to the Office of Student Conduct.

I understand that students can register for a maximum of 16 credits during pre-registration and would need permission for a credit overload to register for more than 16 credits prior to the first day of class; this credit overload is not guaranteed.

I understand that my final 30 credits must be completed on the University of Maryland College Park campus. I also understand that 15 of my final 30 credits must be upper level, and 12 of those 15 upper level credits must be in my major.

I certify that the information on this form is complete and correct. If it is not, I understand that cancellation of my request and referral to the Office of Student Conduct may result.

Student Signature: __________________________ Date: __________________________

FOR OFFICE USE ONLY — GPA verification for Double Majors/Degree Only

☐ GPA NOT verified ☐ GPA verified 3.3 GPA Exception Made? ☐ Yes ☐ No

Major Requirement Exception Made? [Note made in DN] ☐ Yes ☐ No

Department Signature and Date: __________________________

☐ Denied ☐ Emailed by Advisor/Admin ☐ Approved

Notes: __________________________

College Signature and Date: __________________________

***This application is valid through the end of schedule adjustment of the next semester (based on department approval).***