

**Florida International University
Office of the Registrar
Request for Change of Major (Plan)**

Program: _____

Major (Plan): _____

CLAST: _____

Instructions: Please complete this form and secure the approval of the admitting department. Return all copies to the Office of the Registrar.

Student ID:

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Name: _____

Signature: _____

Requests for Acceptance into Upper Division or Requests for Change of Coll/Sch (Academic Group)

Current Major (Plan) Name: _____ Current Major (Plan) Code:

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Academic Program: _____

Requests New Major (Plan) Name: _____ Requests New Major (Plan) Code:

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Academic Program: _____

Student Signature: _____ Date: _____

This student has met all entrance requirements for the requested new Coll/Sch (Academic Group) and Major (Plan) listed and is accepted as a degree-seeking student.
Signature of Department Chairperson of Requested New Major (Plan)
Signature of Dean of Requested New Academic Program

Requests for a Change of Plan within Current Academic Group

Current Major (Plan) Name: _____	Current Major (Plan) Code: <table border="1" style="display: inline-table; width: 100px; height: 20px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
New Major (Plan) Name: _____	New Major (Plan) Code: <table border="1" style="display: inline-table; width: 100px; height: 20px;"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				
Students Signature: _____ Date: _____																					

This student is approved to transfer into the new major (plan) listed above. The records have been received from the former department.
Signature of Department Chairperson of New Major (Plan)

Note: Upon receipt of this form, the former department should forward the student's records to the new department.

Copy Distribution: White: Office of the Registrar Canary: New Department Green: Former Department Pink: Former Department upon Acceptance Goldenrod: Student
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