

# SOUTHERN METHODIST UNIVERSITY

## Student Change of Degree Program Request

**Name:** \_\_\_\_\_ **SMU ID:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **SMU Email:** \_\_\_\_\_

**Current Major(s)/ Minor(s):** \_\_\_\_\_

**I AM REQUESTING THE FOLLOWING CHANGE TO MY RECORDS:**  
 (Please check each applicable box)

**DUAL/TRANS SCHOOL**                       **MAJOR DECLARATION/ CHANGE**     **MINOR DECLARATION/ CHANGE**  
 Please complete **SECTION A**                      Please complete **SECTION B**                      Please complete **SECTION C** on back of form

**ALL STUDENT ATHLETES OR INTERNATIONAL STUDENTS MUST COMPLETE SECTION D OF THIS FORM**

**SECTION A: DUAL/TRANS SCHOOL**

Understanding that I must complete all remaining requirements for my primary school/major/degree, I request approval to add the following program in another school of the University.

PRIMARY SCHOOL: \_\_\_\_\_ DEGREE/ MAJOR/ SPECIALIZATION: \_\_\_\_\_

SECONDARY SCHOOL: \_\_\_\_\_ DEGREE/ MAJOR/ SPECIALIZATION: \_\_\_\_\_

I understand that I must complete all additional General Education/School/Major/Degree requirements for this new program.

\_\_\_\_\_ ANTICIPATED GRADUATION DATE: \_\_\_\_\_

**Student Signature**

**ENDORSEMENTS:**

	Approved	Not Approved	Date
Second School Dean's Representative:			

**SECTION B: MAJOR DECLARATION/ CHANGE**

I wish to **ADD** the following major(s):

MAJOR: \_\_\_\_\_ SPECIALIZATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_ CATALOG YEAR: \_\_\_\_\_  
(IF APPLICABLE)

MAJOR: \_\_\_\_\_ SPECIALIZATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_ CATALOG YEAR: \_\_\_\_\_  
(IF APPLICABLE)

I wish to **DELETE** the following major(s):

MAJOR: \_\_\_\_\_ SPECIALIZATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_ CATALOG YEAR: \_\_\_\_\_  
(IF APPLICABLE)

MAJOR: \_\_\_\_\_ SPECIALIZATION: \_\_\_\_\_ DEGREE: \_\_\_\_\_ CATALOG YEAR: \_\_\_\_\_  
(IF APPLICABLE)

\_\_\_\_\_ Anticipated Graduation Date: \_\_\_\_\_

**Student Signature**

**ENDORSEMENTS:**

	Approved	Not Approved	Date
Advisor's Signature if applicable:			
Departmental Approval if applicable:			

Name: \_\_\_\_\_ SMU ID: \_\_\_\_\_

**SECTION C: MINOR DECLARATION/ CHANGE**

I wish to **ADD** the following minor(s) within my current school of record:

MINOR: \_\_\_\_\_

MINOR: \_\_\_\_\_

I wish to **ADD** the following minor(s) outside my current school of record:

MINOR: \_\_\_\_\_

TOTAL HOURS REQUIRED: \_\_\_\_\_

**NOTE:**

If adding a minor, this form should be completed and endorsed by the minor adviser at the time of declaration of the minor. It should be returned to the student's school of record, so that proper coding can be accomplished.

COURSES REQUIRED/COMPLETED FOR MINOR	TERM	UNITS	GRADE

I wish to **DELETE** the following minor (s) within my current school of record:

MINOR: \_\_\_\_\_

MINOR: \_\_\_\_\_

\_\_\_\_\_  
**Student Signature**

**ENDORSEMENTS:**

	Approved	Not Approved	Date
Advisor for Minor if applicable:			
Departmental Approval if applicable:			

**SECTION D**

**STUDENT ATHLETES**

I have spoken with the Athletic Compliance Office and I am aware of the potential consequences of changing my major(s).

\_\_\_\_\_  
**Student Signature**

**INTERNATIONAL STUDENTS**

I have spoken with my International Student Advisor and I am aware of the potential consequences of changing my major(s).

\_\_\_\_\_  
**Student Signature**