



The State University of New York
 Registrar's Office, Moot Hall 210
 1300 Elmwood Avenue
 Buffalo, NY 14222-1095

**UNDERGRADUATE CHANGE OR COMMIT FORM FOR
 MAJOR, CERTIFICATE, MINOR, SECOND MAJOR, DUAL DEGREE**

PLEASE PRINT CLEARLY / USE BLACK INK ONLY

Student Name: YOUR NAME Banner I.D. B 0 0 0 0 0 0 0 0

Telephone Number (daytime): (716 - 555 - 5555)

Current Major: BSAW Cumulative GPA: YOUR CUMULATIVE GPA

Anticipated Graduation Date: Fall J-Term Spring Summer YEAR
 (Circle) Year

NON-MATRICULATED Students are NOT eligible to use this form – See Admissions, Moot Hall 110 for application.

Instructions:

1. Student completes top portion of form. New department completes bottom portion, obtains student signature, separates and distributes all copies as indicated at the bottom of each copy. White copy ONLY is forwarded to the Registrar's Office.
2. Student retains pink copy.
3. Department Chairperson's signature required on all actions EXCEPT FOR DELETION. ALL actions require student's signature.
4. Dean's offices require that both old and new departments notify their Dean's office if student is on academic probation.
5. A complete listing of Program and Major Codes can be referenced at: <http://bscbanner.buffalostate.edu/master-schedule-files>.

NEW MAJOR, PRE-MAJOR OR CERTIFICATE: (check one) Add Delete (Chair's signature not required if deleting)

Program and School: BS-SP Major/Cert: Business Major/Cert Code: BSA
(example: BS-SP) (example: Business) (example: BSA)

Concentration (if applicable): Management OR Marketing OR Int Bus Concentration Code: MGT/MKT/INT
(example: Management) (example: MGT)

A pre-major does NOT allow registration in "Majors Only" courses.

GET CHAIR'S SIGNATURE Signature of Chairperson of Major Date YOU SIGN Student Signature Date

MINOR: (check one) Add Delete (Chair's signature not required if deleting)

I wish to declare the following as a minor for my undergraduate academic program (18-21 hours required, minor listed on transcript). For more information regarding minors, see current catalog.

Name of Minor: Add if choosing Minor Minor Code: Is this an additional Minor? Yes or No

Chair of department for minor Signature of Chairperson of Minor Date Student Signature Date

SECOND MAJOR: (check one) Add Delete (Chair's signature not required if deleting)

I wish to declare the following as a second major for my undergraduate academic program (minimum 120 credit hours required for one degree-one diploma, both majors listed on transcript). Second Major must be completed simultaneously with primary major. For more information on second majors, see current catalog.

Program and School: same school Major: Only if second major Major Code:
(example: BS-SP) (example: Business) (example: BSA)

Concentration (if applicable): Concentration Code: MGT/MKT/INT
(example: Management) (example: MGT)

Signature of Chairperson of Second Major Date Student Signature Date

DUAL DEGREE: (check one) Add Delete (Chair's signature not required if deleting)

I wish to declare the following as dual degree for my undergraduate academic program (minimum 152 credit hours required for dual degree-TWO diplomas granted, both degrees listed on transcript). For more information on dual degrees, see current catalog.

Program and School: diff school Major: Only if dual major Major Code:
(example: BS-SP) (example: Business) (example: BSA)

Concentration (if applicable): Concentration Code:
(example: Management) (example: MGT)

Signature of Chairperson of Dual Degree Date Student Signature Date