



Application to Declare or Change a Major or Minor

Instructions and important information

This form is for undergraduate students and selected masters students (as detailed below) who need to declare their intended major or minor or would like to change an existing recorded major or minor.

1. If you are **declaring** a major/minor for the first time you must state the name of your major/minor and circle **declare**.
2. If you are **changing** a major/minor you must state the name of your current and new major/minor, and circle **change**.
3. If you are **adding** a major/minor in addition to an existing one you must state both majors/minors and circle **declare**.
4. Students planning to apply to graduate must declare their major **before** applying (this form does not indicate intention to graduate).
5. Where specified, seek approval from the Associate Dean/Head of Students of the Faculty.
6. Return the **completed** application with the necessary **approval** (as per below) to your Faculty Central/Hub or Student Central.

Some courses require Faculty approval for a change of major, please see below of details and/or contact your Faculty for information.

Faculty of Engineering & Information Sciences:

All undergraduate and postgraduate courses require approval before changing a major.

Faculty of Arts, Social Sciences & Humanities:

Bachelor of Creative Arts (a recommendation from the appropriate School is required prior to Faculty consideration)

Faculty of Science, Medicine and Health:

Bachelor of Environmental Science

Note: a course transfer form is required when changing majors within the Bachelor of Science (course code 742)

1. Student details		
Student Number:	First Name:	Family Name:
Phone:	Email:	
Course Code:	Course Name:	Campus:
2. Declare or change a major or minor		
Current Major / Minor:		
New Major (<i>Refer Faculty for Academic Advice</i>):	DECLARE / CHANGE	
New Minor (<i>Refer Faculty for Academic Advice</i>):	DECLARE / CHANGE	
3. Student declaration and signature		
I acknowledge that I have read and accept the conditions outlined on this form		
Student Signature:	Date:	
Office Use Only – Faculty Approval		
Recommended:	Yes / No	Course Coordinator / Head of School:
Approved:	Yes / No	
Approver's Name:	Signature:	Date: