

# MAJOR/ADVISOR/CATALOG UPDATE

Please select one of the following:

- Requesting to change advisor only
- Requesting to change catalog year only
- Requesting to declare a concentration to my current major only
- Requesting to change my major, advisor and catalog year
- Requesting to add an additional degree, major or concentration to my primary program
- Requesting to change my advisor (30+ hours, no longer advised by PAC Advisor)
- Add primary advisor only
- Add secondary advisor only

Name \_\_\_\_\_ WVUP ID or SSN \_\_\_\_\_

**CATALOG POLICY:** Students continually enrolled in an academic program whose curriculum has changed may choose to pursue their degree under the new program requirements by **notifying the Center for Student Services of their intent**. Students who chose to follow a newer curriculum may not retroactively select to return to a program's previous course requirements after requesting a change. After formal admission to a program a student has the option of moving to a more recent curriculum but is not required to do so. Otherwise students who are continually enrolled are required to complete their degree under the program requirements as outlined in the catalog for the year in which they were admitted or granted program admission.

\*Programs requiring separate admission (Cosmetology, Esthetics, Nursing, Radiologic Technology, Surgical Technology) and all baccalaureate programs should not be included on this form (unless selecting pre-admission option) and should utilize the Division process of Program Admission letters.

This form's purpose is to request a change in major, change in advisor, and/or change in catalog year used for graduation. The Center for Student Services will process only with appropriate signatures.

## New Degree/Major:

<p>___ Certificate</p> <p>___ Advanced Manufacturing Tech 487</p> <p>___ Business Administration 433</p> <p>___ Chemical &amp; Polymer Operator Tech 430</p> <p>___ Child Development 470</p> <p>___ Computing Technologies 425</p> <p>___ Criminal Justice 426</p> <p>___ Digital Media Production 490</p> <p>___ Electricity &amp; Instrumentation 420</p> <p>___ Esthetics (pre-adm) 495</p> <p>___ General Education 497</p> <p>___ Industrial Maintenance 404</p> <p>___ Paraprofessional 443</p> <p>___ Patient Care Technician 440</p> <p>___ Welding 409</p>	<p>___ Associate of Applied Science</p> <p>___ Advanced Manufacturing Tech 587</p> <p>___ Agribusiness 592</p> <p>___ Area Maintenance Tech** 593</p> <p>___ Board of Governors 544</p> <p>___ Business Administration 526</p> <p>___ Busn. Admin. Online Conc. 526E</p> <p>___ Child Development Online 570/Conc: 570E</p> <p>___ Computer &amp; Information Tech 505</p> <p>___ Computer Science 554</p> <p>___ Cosmetology (pre-admission) 594</p> <p>___ Criminal Justice 506</p> <p>___ Digital Media Production 590</p> <p>___ Electricity &amp; Instrument.** 595</p> <p>___ Elementary Education 596</p> <p>___ Engineering Technology 599</p> <p>___ Integrated Marketing Comm 598</p> <p>___ Multi-Craft Technology 546</p> <p>___ Occupational Development* 525</p> <p>___ Production Technician** 597</p> <p>___ Reliability &amp; Maint Tech 589</p> <p>___ Skilled Trades 5001</p> <p>___ Surgical Tech. (pre-adm) 567</p> <p>___ Technical Studies 536</p> <p>___ Welding Technology 520</p>	<p>___ Associate of Science</p> <p>___ General Education 798</p> <p><i>*Concentration not required, but select from option below if interested in one of these specific areas:</i></p> <p>___ Nursing (pre-adm) 715</p> <p>___ Radiology (pre-adm) 741</p>
<p>___ Associate of Arts 698     <i>*Concentration not required, but select from options below if interested in one of these specific areas:</i></p> <p>___ Online 698E</p> <p>___ Multi-Disciplinary Studies (pre-admission) 625</p> <p>___ RBA (pre-admission) 697</p>	<p><b>* For Occupational Development:</b></p> <p>(indicate organization name) _____</p> <p>** Currently only for Chemours incumbent workers.</p>	<p><b>*Office Use Only*</b></p> <p>Assigned Primary Advisor:</p> <p>_____</p> <p>Assigned Secondary Advisor:</p> <p>_____</p>

Catalog Year (Example: 2026 – 2027) \_\_\_\_\_

## Department Acceptance Signature\*

\*Signature of Advisor or Academic Dean from New or Additional Major indicates advisement/counseling occurred with student.

I understand that by signing this form, my record will be changed. I have read the complete policy provided above and have sought advisement/counseling from the appropriate departments (may include Financial Aid).

Student Signature \_\_\_\_\_ Date \_\_\_\_\_