



Academic Records

GUIDELINES AND PROCEDURES FOR DOUBLE MAJOR

- Apply after a minimum of 30 hours have been earned, excluding remedial courses.
- Must have cumulative GPA of 2.5 or higher.
- Both degrees must be awarded in the same semester.
- Must meet admission requirements, if any, for both majors.
- Transfer students must complete at least one semester of work at UAPB in the department with the primary major.

PART A: STUDENT PROFILE

Name: _____ Student ID: _____ GPA: _____

Hours Completed: _____ Email: _____

Signature _____ Date _____

Student Date

PART B: Check the appropriate box(es).

- Changing a Major Adding a Second Major Adding a Minor
- Changing a Minor Changing a Double Major to a Single Major

PART C: ACTION

SINGLE MAJOR: Change

Current Major: _____ BA or BS New Major: _____ BA or BS

Name of Major (Circle One) Name of Major (Circle One)

DOUBLE MAJOR: Add/Delete/Change

Current Major _____ BA or BS Add 2nd Major _____ BA or BS

Name of Major (Circle One) Name of Major (Circle One)

Delete 2nd Major _____ BA or BS Change 2nd Major _____ BA or BS

Name of Major (Circle One) Name of Major (Circle One)

MINOR: Declare/Change

Add Minor _____ Delete Minor _____

Name of Minor Name of Minor

Change Minor _____

Name of Current Minor Name of New Minor

PART D: DEPARTMENT(S) APPROVAL(S)

Faculty Advisor/Chairperson of Current Major/Minor

Faculty Advisor/Chairperson of Second Major/Minor

Signature _____ Date _____

1st Major Advisor/Chairperson Date

Signature _____ Date _____

2nd Major Advisor/Chairperson Date

PART E: OFFICE OF ACADEMIC RECORDS

The completed form must be returned to Academic Records for appropriate documentation.

For Office Use Only

Major Code: _____ Entered By: _____ Date: _____