FIU | OneStop

Student's Name: _____ Signature: _____ Panther ID: _____

ITEMS TO BE ADDED

Add:
- ☐ Major Code: _____
- ☐ Track Code: _____
- ☐ 2nd Major Code: _____
- ☐ 2nd Bachelor's Code: _____
- ☐ Minor Code: _____
- ☐ Certificate Code: _____
    - ☐ Number of credits to complete: _____
    - ☐ Are the remaining certificate courses offered every semester? Y / N If no, please provide explanation under additional comments.

Approver's Signature: _____

Approver's ID: _____

Date: _____

FOR STUDENTS WITH RDX INDICATOR:

This form is approved for the following reason(s):

- ☐ Change will expedite time to graduation
- ☐ Change will not delay graduation
- ☐ Student can complete credits for second major, second Bachelor's, minor, or certificate within original timeframe to graduation
- ☐ Change will not negatively impact excess credit count
- ☐ Other: _____

Dean's Signature: _____

Panther ID: _____

Date: _____

DEPARTMENTAL USE ONLY

Requirement Term: _____

Action Reason: _____

ITEMS TO BE REMOVED

Remove Major: _____

Remove 2nd Major: _____

Remove 2nd Bachelors: _____

Remove Minor: _____

Remove Track: _____

Remove Certificate: _____

Department Stamp Required:

Department:

Dean (if applicable):

Additional Comments:

* Students **cannot** pursue a non-fully-online second degree, second major, minor, or certificate while pursuing a fully-online degree program.

** Students **must** be concurrently enrolled in two Bachelor Degree programs in order to receive two diplomas.

*** A Change of Major **cannot** occur on a student with a Non-Degree plan.

****Any changes made after the first day of the term will go into effect the next semester.

Student Athlete: Y / N   Effective Date of Change: _____   SAAC Official Signature: _____

SUBMISSION INSTRUCTIONS

1. Login to your my.fiu.edu account
2. Click on the Student Tools tile
3. Click on the Document Upload tile
4. Select **REGISTRATION**, **CHANGE OF MAJOR** from the drop-down menus
5. Attach form and any supporting documentation
6. Submit