College of Arts & Sciences

Declaration of Major Form for the B.A. or B.S. Degree

INSTRUCTIONS: Take this form, together with your most recent ACADEMIC REQUIREMENTS report (obtained using the SIS), to the Director of Undergraduate Program for the desired major department prior to the deadline for 4th semester students to declare majors (typically the last week in April). The Director will assign you to a major adviser who will be available to advise you throughout your career as a major in that department. Return the completed white and yellow copies of this form to the department or office for your major. (The office will then forward the Dean's copy to Monroe Hall.) Keep the pink copy for your records.

Check appropriate box(es):
- ☐ This is to be listed as my first major.
- ☐ This is a second major; my first major is in _____.
- ☐ This is a re-declaration following a leave of absence or voluntary withdrawal.
- ☐ This replaces my previous declaration in _____.

Name: _____ University ID: _____
(Last) (First) (Middle)

1st-yr. Residence Hall _____ OR ☐ Echols Scholar ☐ Student Athlete ☐ Transfer Student

U.Va. e-mail ID: _____ Local/Cell Phone #: _____

I expect to graduate in _____.
(semester) (year)

Complete the Bottom Portion of this Form with a Major Advisor

Name of Department or Interdepartmental Program: _____

I hereby apply to be a major in your department. In consultation with an undergraduate adviser, I propose the following tentative program of _____ semester-hours for my degree:

Course Prefix	Course Number	Course Title	Course To Be Completed (enter year) Fall	Spring	Summer	Hours

Program Approved By: _____
Director of the Major or Program, or Major Advisor

Name of the Student's Advisor: _____
(PRINT NAME CLEARLY; ILLEGIBLE FORMS WILL BE RETURNED)

A REMINDER TO THE STUDENT: Review your ACADEMIC REQUIREMENTS report carefully every semester to make sure that you are making normal progress towards graduation and that you are fulfilling all degree requirements. You are responsible for the area requirements in effect the semester you entered the College. They are listed in the *Undergraduate Record*. You are responsible for the major requirements in effect at the time when you declared the major. They, too, are listed in the *Undergraduate Record* and in the materials provided by the department. If there are discrepancies or you have questions regarding your VISTAA report, see your Association Dean promptly. ALL COURSES FOR THE MAJOR, MINOR, AND AREA REQUIREMENTS MUST BE TAKEN FOR A GRADE (NOT Credit/No Credit). Sign below to indicate that you have read and understood the above information.

_____ _____
Student's Signature Date

DEAN'S COPY - (white) DEPARTMENT'S COPY - (yellow) STUDENT'S COPY - (pink)

Created by ASU/Revised January 19, 2010