

# College of Behavioral and Social Sciences

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## BSOS

updated

10/6/22

### Change/Addition of Major

|                       |  |
|-----------------------|--|
| University ID Number: |  |
| Name:                 |  |
| Email Address:        |  |
| Phone Number:         |  |

Are you changing or adding a major?

☐ Major Change  
GVPT - BA

☐ Addition of Major (120 credits)  
Primary Major \_\_\_\_\_

☐ Addition of Degree (150 credits)  
Secondary Major \_\_\_\_\_

#### Instructions:

##### Step 1. Meet with Department:

Meet with a departmental advisor or attend a department workshop to learn about requirements.

##### Step 2. Develop a Graduation Plan:

The graduation plan should show how you will complete all degree requirements. To get information about Graduation Planning Workshops please view the workshops website: [www.bsosworkshops.umd.edu](http://www.bsosworkshops.umd.edu)

##### Step 3. Read and Sign This Form:

You are responsible for all information on this form. If the form is not signed, it will not be processed.

##### Step 4. Submit This Form and your Graduation Plan:

You will need to attach the forms and email them to [bsosmajorchange@umd.edu](mailto:bsosmajorchange@umd.edu). You will receive an e-mail about the status of your plan after it has been reviewed. If your plan is denied, you will need to meet with a college advisor before proceeding.

##### Step 5. Complete Benchmark Requirements:

Students who do not complete the Benchmark requirements in the allotted time frame, will be dismissed from the major. Once dismissed, you may not return to the major.

#### STATEMENT OF UNDERSTANDING — Please read and initial each of the following:

|  |  |
|--|--|
|  | I understand that I am expected to meet the major requirements, in place as of <b>today's</b> meeting, with the required grades and I am expected to meet the University's minimum 120 credits to earn a degree.   |
|  | I understand that I must meet benchmarks/gateways for my major by the specified deadline(s). If I am dismissed from my major for not meeting these requirements, I understand the College's policy is that I cannot return to that major.  |
|  | I understand that my graduation plan is a guideline to completing my requirements and does not guarantee the availability of classes in any given semester. I also understand that I will be held responsible for any changes I make to my plan after it has been reviewed.  |
|  | I understand that I must meet the prerequisites for a course before I can register for that course.  |
|  | I understand that I cannot earn additional credits for coursework that I already have completed through transfer, AP, IB, CLEP, or at UMD. I am expected to report past or future credit duplications to an academic advisor. If I withhold such information, I may not graduate when expected and may be referred to the Office of Student Conduct. |
|  | I understand that students can register for a maximum of 17 credits during pre-registration and would need permission for a credit overload to register for more than 17 credits prior to the first day of class; this credit overload is not guaranteed.  |
|  | I understand that my final 30 credits must be completed at the University of Maryland, College Park. I also understand that 15 of my final 30 credits must be upper level, and 12 upper level credits in my major must be completed at the University of Maryland, College Park.   |

I certify that the information on this form is complete and correct. If it is not, I understand that cancellation of my request and referral to the Office of Student Conduct may result.

|                    |       |
|--------------------|-------|
| Student Signature: | Date: |
|--------------------|-------|

#### FOR OFFICE USE ONLY

|  |   |   |                                   |
|--|---|---|-----------------------------------|
|  | Major Requirement Exception Made? [Note made in TerpEngage] | <input type="checkbox"/> Yes                      | <input type="checkbox"/> No       |
|  | Department Signature and Date:                              | September 2024 - January 2024                     |                                   |
|  | <input type="checkbox"/> Denied                             | <input type="checkbox"/> Emailed by Advisor/Admin | <input type="checkbox"/> Approved |
|  | Notes:  |   |                                   |
|  | College Signature and Date:                                 |   |                                   |

\*\*\*This application is valid through the end of schedule adjustment of the next semester (based on department approval).\*\*\*