

<b>FLORIDA</b>	<b>OFFICIAL</b>
<b>POLYTECHNIC</b>	<b>UNIVERSITY</b>
<b>UNIVERSITY</b>	<b>ACADEMIC POLICY</b>

<b>Subject/Title: Change of Major</b>
<b>FPU Policy Number: FPU-5.0091AP</b>
<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
<b>Date First Adopted: September 23, 2014</b>
<b>Date Revised:</b>
<b>Responsible Division/Department: Vice President for Academic Affairs/Provost</b>
<b>Initiating Authority: University Registrar</b>

**A. APPLICABILITY/ACCOUNTABILITY:**

This policy applies to any undergraduate degree seeking student desiring to change majors. It is the responsibility of the academic advising office in each academic unit to manage the process.

**B. POLICY STATEMENT:**

A fully admitted undergraduate student may change majors, provided he or she meets the entrance requirements of the new program.

**C. PROCEDURES:**

1. All undergraduate students desiring to change their major should consult the advising office in the old and new program and/or college(s) of their interest.
2. Upon approval from the advising offices of the old and new program and/or college(s) a change of major form should be submitted to the Office of the University Registrar.

ACADEMIC POLICY APPROVAL	
Academic Policy No: FPU-5.0091AP	
<u><i>[Signature]</i></u>	<u>9.12.14</u>
Initiating Authority	Date
<u><i>[Signature]</i></u>	<u>9.12.14</u>
Academic Policies Committee Chair	Date
<u><i>[Signature]</i></u>	<u>9.22.14</u>
Vice President of Academic Affairs	Date
<u><i>[Signature]</i></u>	<u>9-23-14</u>
President/Designee	Date
Approved by FPU BOT, if required	Date