DECLARATION OF MAJOR
COLLEGES OF ARTS AND SCIENCES
FOR CURRENTLY ENROLLED AND CLASSIFIED STUDENTS ONLY

1. Complete the following:

Student I.D. No.       Last Name       First       Middle       Home Phone No.

Local Address       Zip code       Cell #       UH e-mail

I am currently registered in:

College (Org Structure)       Degree (Ed Obj)

I wish to:  ☐ declare       ☐ change to       ☐ add **       ☐ drop

If approved, I will be in:

ARTS & SCIENCES       BA

College (Org Structure)       Degree (Ed Obj)

Note:
List non UH Manoa colleges attended with dates*:

*2. If transcripts of all other colleges are not available on the UHM computer system, you must have them sent to A&S Student Academic Services.

3. Please consult your departmental advisor on major requirements, have him/her complete the department section (reverse side); return this form to A&S Student Academic Services.

4. If you wish to be considered for admission into the requested program in time for the registration period for continuing students, this form and all required documents must be submitted by April 1 for Fall and by Nov. 1 for Spring semester.

5. Changes of major and or major concentration within Arts & Sciences will be effective immediately upon approval. Transfers into Arts & Sciences from another college or school, approved by the third week of classes, will be effective for that semester. Later requests will be for the following semester. (Note: These deadlines are effective unless otherwise specified by the Major Department).

Date: _______________________      Your signature: ________________________________________________________

ADDITONAL INFORMATION
If you are ADDING A SECOND MAJOR IN ARTS & SCIENCES,
you need to attach the following to this “Declaration of Major” Form:

1. A typewritten statement that has been signed and dated. The statement should address the following questions: why do you want to add the second major; what educational benefits do you expect to gain from this addition to your program; how do you think this addition will enhance your career objectives? This statement must be typed, double-spaced, and concise (no longer than one page).

2. Evidence of academic planning. You must attend a JUMP or GRAD session to develop an academic plan to determine the sequence of courses you need to complete for graduation. Or if you have already attended a session, then attach an academic plan worksheet to show how you will be completing your course work for graduation.
Student's Name: _______________________________ I.D. No.: _____________________

TO DEPARTMENT: Please advise this student regarding your curriculum requirements, complete this form, and have the student return this form to A&S Student Academic Services.

The student named above has been advised about requirements for a ___BA____ Degree

In ___Communicology____ [None] and is subject to major requirements

Major Concentration (if any) in effect ______. The student ___IS____ recommended for admission into the program.

Sem / Year

Remarks:

__________________________

Department: Communicology    Signed:    ______________   Chairperson/ Advisor   ______________   Date

DO NOT WRITE BELOW THIS LINE

ENTERING COLLEGE
Rec/Trans. received on _______________________
Col/Curr Transfer ______ Approved
Effective ______ Not Approved
Remarks__________________________

EXITING COLLEGE
Rec/Trans. forwarded on _______________________
Remarks__________________________

Signed ___________________________   Dean, Student Academic Services

BANNER DATA    (38) _______ Ed Level
(25) _______ Ed Obj

(90) _______ Org Struc/College
(91) _______ Curriculum/Program