

CHANGE or ADDING A MAJOR
Office of the Vice President for Academic Affairs

***NOTE:** A separate application is required for the following selective programs. Go to www.hcc.edu/apply to apply for admission to a selective program.

- Medical Assistant
- Medical Billing & Coding
- Nursing (PN & RN)
- Radiologic Technology
- Veterinary Technician



THE FOLLOWING MAJORS NEED A DEPARTMENT CHAIR or COORDINATOR'S SIGNATURE:

- Applied Tech. /General Integ. Studies: Idelia Smith, (413) 552-2228, ismith@hcc.edu. - FR 325
- Graphics, Photography, Visual Arts: Felice Caivano, (413) 552-2193, fcaivano@hcc.edu. - FPA 322
- Music: Elissa Brill Pashkin, (413) 552-2291, ebrill@hcc.edu. - FPA 120

Department Chair Coordinator Signature: _____ Date: _____

****ATTENTION** NON-MATRICULATED MAJORS:** *(have not declared a major)*

If DegreeWorks currently shows your major as Non-Matriculated, the ACT Center staff **must** confirm with a signature below that there is a copy of one of the following on file: **HS Diploma, proof of GED, HISET, or Self-Certified on application** before this request can be processed.

SOAHSCH verified: Advising Designee Initials: _____ Date: _____

SOAHSCH verified: Academic Affairs Designee Initials: _____ Date: _____

STUDENT INFORMATION:

*** **STAFF/ADVISOR NAME** (currently assisting you): _____

➔ **Are you a (check one):** New Student: Transfer/Re-Admit Student: Current Student (*sitting in class now*):

Last Name: _____ First Name: _____ Middle Initial: _____

Student ID#: _____ HCC Email: _____ Cell Phone#: (____) _____

NEW and/or ADDITIONAL MAJOR/CERTIFICATE:

(Please fill out with the name and code# - listed on the back of this form)

CURRENT: Major & Code#: _____ and/or Certificate Code#: _____

NEW: Major & Code#: _____ and/or Certificate Code#: _____

ADDITIONAL: Major & Code#: _____ and/or Certificate Code#: _____

I UNDERSTAND THAT:

- By making this change this **may affect my FINANCIAL AID**
- By making this change, the requirements in my new major **may affect my completion.**
- It is my responsibility to request that my transcript be re-evaluated for transfer credit, AP or CLEP scores for my new major.
- I should review my new curriculum/degree outline in My Online Services on DegreeWorks.
- I should meet with an advisor to review and amend my schedule if necessary.
- My intent is to earn a degree or certificate.

Student's Signature: _____ Date here: _____

****FOR THE OFFICE OF ACADEMIC AFFAIRS USE ONLY****

Semester Code 20 ____ 10 - 20 - 30

Curriculum Change Complete:

Change Advisor? Yes No

New Advisor: _____

Notification Sent to Student:

Employee Initial & Date: _____

ALL MAJORS & CERTIFICATE PROGRAMS

ALL MAJORS

Accounting B016 (AS)	➤ General Integ Stud. C001 (AS) (separate app required)	➤ Visual Arts H031 (AS) (Signature Required)
Administrative Prof. Studies B041 (AS)	<u>General Integ Stud, Element Ed. (AS)</u> (WSU) C004	Web Development N068 (AS)
➤ Applied Tech. C002 (AS) (separate app required)	➤ Graphics H042 (AS) (Signature Required)	CERTIFICATE PROGRAMS
Banking B029 (AS)	Health, Fitness and Nutrition M115 (AS)	Accounting B018
Biology X060 (AS)	Hospitality Management Career B056 (AS)	Addiction Studies H024
Biotechnology X012 (AA)	Hospitality Management Transfer B051 (AS)	Administrative Professional Studies B042
Business Admin Mass Transfer B023 (AS)	Human Resource Management B011 (AS)	Children's Behavioral Health H028
Business Admin Career B026 (AS)	Human Services H049 (AS)	Clean Energy H091
Business Admin Gen Transfer B034 (AS)	Information Technology Management. N066 (AS)	Coaching M105
Chemistry N012 (AA)	Liberal Arts and Science H010 (AA)	Community Health Worker M086
Child & Family Studies C012 (AS)	Marketing B038 (AS)	Computer Networking N062
Clean Energy H093 (AA)	Mathematics Mass Transfer N015 (AS)	Culinary Arts B111
CMTA Integrated Studies H043 (AA)	Mathematics, General Transfer N017 (AS)	Deaf Studies H081
Communication H012 (AA)	➤ Music H025 (AS) (Signature Required)	Developmental Disabilities, Direct Support S013
Computer User Support N067 (AS)	Natural Resources Studies Transfer X021 (AA)	Direct Care Worker M085
Creative Writing H015 (AA)	➤ Nursing M066 (AS) (separate app required)	Entrepreneurship B094
Criminal Justice S080 (AS)	Nutrition and Food Transfer M071 (AA)	Forensic Science X073
Deaf Studies H080 (AS)	Paralegal Transfer B045 (AS)	➤ Graphic Design H034 (Signature Required)
Early Education and Care M021 (AS) (eff. Summer 2018)	➤ Photography H041 (AS) (Signature Required)	Health & Fitness Management M101
Early Childhood Transfer M027 (AS)	Physics Mass Transfer N016 (AS)	Health & Fitness Specialist M100
Elementary Edu. Transfer M029 (AA)	Physics N014 (AS)	Hospitality Management B053
Engineering N079 (AS)	Programming N056 (AS)	Human Resource Management B010
Engineering Science N082 (AS)	Psychology H060(AA)	Human Services H019
English H016 (AA)	➤ Radiologic Technology M096 (AS) (separate app required)	Infant/Toddler and/or Preschool M028
Entrepreneurship B033 (AS)	Secondary Education M020 (AA)	Marketing B078
Environmental Science Field Tech M036 (AS)	Sociology H070 (AA)	➤ Medical Assistant M010 (separate app required)
Environmental Science Transfer M031 (AS)	Sport Management B096 (AS)	➤ Medical Billing & Coding M043 (separate app required)
Food Service Management B052 (AS)	Sustainability Agriculture H083 (AA)	➤ Music Performance H027 (Signature Required)
Forensic Science X074 (AS)	Sustainability Studies H084 (AA)	➤ Practical Nursing M064 (separate app required)
Foundations of Health Career M080 (AS)	Theater Arts H011 (AA)	Strength & Conditioning Studies M107
Foundations of Health Transfer M081 (AA)	University With Out Walls (UMass) C008 (AS)	Supervision & Leadership in Helping Prof H020
Gender and Women's Studies H072 (AA)	➤ Veterinary Tech X036 (AS) (separate app required)	Sustainability Studies H092