



Change of Program Form

Filled out by:
STUDENT
FACULTY/STAFF
Name: _____

Purpose: Use this form to change or add an academic major, minor, and/or concentration. You must be an active student in a current degree program to use this form. It is strongly recommended that students consult with the advising center or a faculty advisor prior to completing this form.

Name: _____ ID#: _____

Are you intending to graduate from your current program prior to your requested change? Yes No

Effective Semester of Requested change: Fall Spring Summer Year: _____

Timeliness of Form: In order for the change to be applicable for the selected term, forms must be received by the Advising Center no later than **February 15th** for the spring term and **October 15th** for the fall term. Changes requested after these dates will become effective for the following term.

Is this change required for Financial Aid? Yes No

Financial Aid: Changing from a baccalaureate degree to an associate degree or from an associate degree to a certificate program may affect your eligibility to receive financial aid. Students receiving – or planning on receiving – Federal Financial Aid (Pell Grants) are encouraged to speak with the Financial Aid Office for details prior to submitting this form.

Select all that apply:

Change of Major to: Certificate Associate Baccalaureate Post Baccalaureate, in:

(See second page for options): _____

- **Music** (select one) Voice Instrument: _____ (must specify instrument)
- **Bachelor of Applied Science** majors **must** select a minor below.
- **Bachelor of Arts in Liberal Studies** majors must select a minor prior to graduation.

Add Concentration of: _____

Concentrations: You may only declare a concentration that exists within your chosen major program. Students adding a concentration to a current program will use the catalog requirements in effect when they first matriculated into their current program. When adding a concentration approved later than the student's program matriculated term, the student must then go by the catalog requirements currently in effect.

Add Double (secondary) Major of: _____

Double Majors: Students intending to complete the requirements of a dual major are required to declare their intent prior to the completion of 84 credit hours and students must select a primary and secondary major. The baccalaureate degree granted will be that associated with the primary major, and the student is required to satisfy all of the requirements imposed by that college. To complete the secondary major, the student need only complete the specific requirements established for that major (including residency requirements). At no time can the Bachelor of Arts in Liberal Studies degree, Bachelor of Arts in Interdisciplinary Studies degree, or the Bachelor of Applied Science degree be a component of a double major. All requirements for both the primary and secondary major must be completed at the time the degree is awarded.

Add Minor of: _____

Minors: Minors are available only to those enrolled in a baccalaureate program. A minor is awarded at the same time as the program major. Minors cannot be completed after graduation. A student may be awarded any minor, as long as no more than six credits of the minor are required courses within the students program major or concentration. Students who wish to declare a self-designed minor **must** use the [Minor Declaration Form Proposal](#). A maximum of six credit overlap is allowed between minors for students earning multiple minors with the exception of those identified on the second page.

Deletion of Secondary Major, Concentration or Minor (Please Specify): _____

Note: Students who change programs must adopt the most current catalog requirements.

You will be notified of the result of your request via your MaineStreet message center. If you have questions on the status of your request, please contact the Academic Advising Center in Augusta 1-877-UMA-1234, ext. 3149 or in Bangor at (207) 262-7805.

Submit this form to: **Augusta Advising Center;** 46 University Drive; Augusta, ME 04330 [Fax: (207) 621-3171]
- **OR - Bangor Advising Center;** Lewiston Hall; 1 University Drive; Bangor, ME 04401 [Fax: (207) 262-7751]
- **OR - umaadvising@maine.edu**

Change of Program Form continued...

Available UMA Programs:

<p><u>Associate Degrees:</u></p> <p>Business Administration, AS Computer Information Systems, AS Contemporary and Popular Music, AS Dental Assisting, AS* Dental Hygiene, AS* Information & Library Science, AS Justice Studies, AS Liberal Studies, AA Medical Laboratory Technology, AS* Mental Health & Human Services, AS Public Administration, AS</p>	<p><u>Minors continued:</u></p> <p>Information & Library Science Justice Studies Mathematics Music Music Business Natural Science Philosophy Photography Psychology Public Administration Secondary Education ★♦ Self-Designed (approval required) Small Business Management Sociology Web Applications Women's Studies ♦ <i>Exempt from the multiple minor overlap policy</i></p>
<p><u>Bachelor's Degrees:</u></p> <p>Accounting, BSBA, Post Baccalaureate Applied Science, B Architecture, B Art, BA Aviation, BS Biology, BA Business Administration, Post Baccalaureate Computer Information Systems, BS; Post Baccalaureate Contemporary & Popular Music, BM Cyber Security, BS; Post Baccalaureate Data Science, BS Dental Hygiene, BS* English, BA Information & Library Science, BS Interdisciplinary Studies, BA* Justice Studies, BS; Post Baccalaureate Liberal Studies, BA Management, BSBA Mental Health & Human Services, BS; Post Baccalaureate Nursing, RN-BSN* Nursing, BS 4-Year pre-licensure* Public Administration, BS; Post Baccalaureate Social Science, BA Veterinary Technology, BS</p>	<p><u>Certificates:</u></p> <p>Accounting** Advanced Aviation** Child & Youth Care Practitioner CIS-Cyber Fundamentals** Community Policing** Crime Analysis & GIS Customer Service & Telecommunications Level I & II** Cyber Forensics** Cyber Security Data Science** Database** Dental Assisting* Digital Forensics** Domestic Public Service** Domestic Services** Early Childhood Teacher (081) ★ Early Elementary Education (029) ★ Elementary Education (020) ★** Forensic Science (Investigative Focus; Scientific Focus)** Fraud Examination** French** Government Management** Health Informatics Human Resource Management** Human Services Information Assurance** Information & Library Science** International Public Service** International Services** Math Content Area** Mediation** Mental Health Rehabilitation Technician/Community National Security** Network Security Analyst** Paralegal Studies** Programming** Psychiatric In-Patient Care** Secondary Education ★ Secure Application Development** Security** Social Media Substance Abuse Rehabilitation Technician Web Design & Development** Web Development** ** Certificates not eligible for financial aid.</p>
<p><u>Minors:</u></p> <p>Accounting Addiction Studies Advocacy American Studies Art Behavioral Science Biology Business Administration Computer Information Systems Computer Networking Cyber Forensics Cyber Security Early Childhood Services Early Childhood Teacher (081) ★ ♦ Early Elementary Education (029) ★ ♦ Education Studies Elementary Education (020) ★ ♦ English Financial Services Fraud Examination French (language track, or language and culture track) Geriatric Human Services Grief, Loss, & Trauma History Holocaust, Genocide & Human Rights Studies Human Resource Management Human Services</p>	

See the individual requirement checksheets for concentration details: <https://www.uma.edu/academics/checksheets/>.

* Additional admissions requirements exist for these programs. For details, see the Admissions website here:

<https://www.uma.edu/admission/apply/>.

★ Prior to being able to change into one of these minors or certificates, students must meet certain entrance requirements and complete the intent to declare form. Please see Admissions or Advising to obtain this form.