



(559) 278-2261

1. Take this form to the **old department** to pick up your advising folder, ***only*** if you are a transfer or a continuing student.  
If you are an undeclared major, go to Advising Services in Joyal Administration, Rm. 224.
2. Take this form (*and your advising folder*) to the **new department** for the completion of Part II.
3. Student is to **return form** to the Admissions & Records Office - STUDENT SERVICES WINDOWS.
4. If you are an International Student, turn in form to the ISSP Office, Joyal 211.

☐ Do not have folder

Date \_\_\_\_\_

☐ Reviewed specific courses outside major (i.e., GE and additional courses required).

I have reviewed the major requirements as well as courses outside the major with the student. He/She understands the requirements and is prepared to complete a major in: \_\_\_\_\_

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Faculty Advisor/Dept. Designee Signature

- International Student - Turn in form to ISSP Office, Joyal 211.
- If you have applied for graduation, turn in form to the Evaluations Office, Joyal 115.

Name \_\_\_\_\_

Last                      First                      Middle                      Maiden

Permanent Address				
Number and Street		City	State	Zip Code

Local Phone \_\_\_\_\_ Campus e-mail \_\_\_\_\_

Student I.D. Number \_\_\_\_\_ Social Security Number \_\_\_\_\_

**OLD Major** \_\_\_\_\_ **NEW Major** \_\_\_\_\_  
Descriptive Title Descriptive Title

Indicate option if applicable \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Initial: \_\_\_\_\_ Date: \_\_\_\_\_