CHANGE OF MAJOR / MINOR FORM
for Matriculated Students

Complete the below section(s) as per the student request and send to registrar@mercy.edu for processing.

Date: ___________
Student’s Name: __________________________________________________________ CWID#: ____________________________
Home Campus: ____________________________ Cumulative GPA: ____________________________
Transfer Credits Completed: ____________________________ Mercy Credits Completed: ____________________________

Request for Change of Major

Current Major: __________________________________________________________
Requesting Change of Major to: ____________________________________________

Minor Declaration / Request for Change of Minor

Student is requesting to declare the following Minor: ____________________________
Requesting Change of Minor to: ____________________________________________
Current Minor: __________________________________________________________

Request for Change of Catalog Year

Current Catalog Year: ____________________________
Requesting Change of Catalog Year to: ____________________________
Catalog Year

Required Signatures:

Student: __________________________________________ Date: ____________
Print Name __________________________ Signature __________________________
Advisor: ______________________________________ Date: ____________
Print Name __________________________ Signature __________________________

Approval of Program Director / Division Chair* (If Applicable- See Below)

Program Director / Division Chair: __________________________________ Date: ____________
Print Name __________________________ Signature __________________________

*Any Education Track Request: Student must have a 3.0 GPA+ and at least 60 credits at Mercy, and complete an application for admission to BS and MS Education program.

*All 5 Year BS/MS Requests must have Director / Chair approval.

*All Biology, Animal Sciences Track, Biology, Biomedical Sciences Track, Design and Animation, OTA, Social Work, and Vet-Tech students must be approved by Program Director or Chair.

Former SNR Student Disclaimer: If you are a participant of the seamless transition to Mercy College from the College of New Rochelle and you decide to change your major, you will not be eligible to change your major back to your current program. You also run the risk of losing credit towards degree completion, which may result in additional costs.

I have read and agree to the above disclaimer: __________________________
Student Initials __________________________

Office of the Provost _ March 2020