



Department of English

DECLARE YOUR ENGLISH MAJOR / MINOR

To declare an English Major or Minor, complete the following “Declaration of Major/Minor Form” and return it to the Department of English in Benson Hall 331. Here you will be assigned an adviser who will help you plan out your major or minor. Lastly, turn in a copy of the signed form to the Office of Academic Services for the College of Arts and Science (Buttrick 350).

Additionally, this form can be used to change Adviser or your current Graduation Date.



Student ID (000#####):		Student Name:	
Vanderbilt Email:		Student School:	
Current First Major:		Classification:	

ADD/ DROP MAJOR(S)

Add	Drop	New Adviser	First Major	Concentration/Track (if any)	First Major Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Add	Drop	New Adviser	Second Major	Concentration/Track (if any)	Second Major Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Add	Drop	New Adviser	Third Major	Concentration/Track (if any)	Third Major Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

ADD / DROP MINOR(S)

Add	Drop	New Adviser	First Minor	Concentration/Track (if any)	First Minor Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Add	Drop	New Adviser	Second Minor	Concentration/Track (if any)	Second Minor Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
Add	Drop	New Adviser	Third Minor	Concentration/Track (if any)	Third Minor Adviser's Name (print)	Adviser's Signature
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				

CHANGE OF GRADUATION DATE

Current graduation Term (semester/year):		Desired graduation term (semester/year):	
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STUDENT APPROVAL (sign):		Date:	
* ADDITIONAL SCHOOL APPROVAL(s) (see back for details)		Date:	
		Date:	
OAS VERIFICATION (sign/stamp):		Date:	

To change or declare your major(s)/minor(s) or change your adviser(s), take this form to the department in which you wish to declare your major(s)/minor(s) or change your adviser(s) to obtain the appropriate signature(s) on this form. **IMPORTANT!! Read the school specific information listed below:**

ARTS & SCIENCE (OAS location: 350 Buttrick Hall)

- Students must declare at least one A&S major no later than the Friday prior to spring break of sophomore year.
- Fill out one form to file with each department plus an extra to file with the A&S Office of Academic Services in 350 Buttrick Hall.
- This form supersedes all other declarations.
- **DECLARING MAJORS**
 - Students may not add a major(s) past the **fifth class day of the first semester of their senior year**. Administrative Committee approval is required.
 - * Triple majors require Administrative Committee approval.
 - Major declarations and changes will not be processed for a five-week period around registration each semester. Declarations and changes received after the last day to withdraw from classes for the semester will be processed after the end of the open enrollment period of registration.
 - If dropping a major, obtain adviser's signature(s), then take one form to the department and one form to the A&S OAS.
 - If declaring an interdisciplinary major, in addition to filing this form, you must also complete and file a signed "Interdisciplinary major Course Plan" after consultation with the interdisciplinary major adviser. The "Course Plan" is available at as.vanderbilt.edu/oas. For individually created majors, a proposal also must be submitted to and approved by the Committee on Individual Programs.
 - Sub-plans are required for major declarations in Earth & Environmental Sciences, English, German, History, Math, and Psychology.
- **DECLARING MINORS**
 - Students may not add a minor(s) after the **fifth day of classes in the second semester of their senior year**.
 - If dropping a minor, obtain adviser's signature, then take one form to the department and one form to the A&S OAS.

BLAIR (OAS location: Blair Main Office)

- Instrument (concentration/track) is required for most music majors and minors (except performance major, composition major, and music history minor)
- * **CHANGE OF MAJOR FOR BACHELOR OF MUSIC DEGREE should include Blair paperwork.**

Associate Dean's approval is required to change primary major in the Bachelor of Music, in addition to the following:

Composition Major: Composition/Theory Department Chair approval required

Musical Arts Major: Studio advisor approval required

Musical Arts/Teacher Education (MA5) Majors: performance area head and MA5 Coordinator approval required

Performance Majors: Studio advisor and performance area head approval required (NOTE: if studio advisor is the performance area head, another member of the department should provide second departmental approval)

ENGINEERING (OAS location: 104 Featheringill Hall)

PEABODY (OAS location: 211 Peabody Administration Building)