Admissions and Academic Policies Committee
Approval Documentation

Policy (Attached): **Reduce Hours/Declare Major.** (Policy attached)

Date of Committee Approval: **February 25, 2013**

Approvals:

Committee Chair
**J. Patrick Moynahan**
Date: **3/13/13**

Vice President
Student Affairs
**Lara Turner**
Date: **3/15/13**

Provost
**Gail Wells**
Date: **3/17/13**

**Implementation Responsibility:** Registrar

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Proposed Change: Encourage students to declare an academic major in a more timely manner by reducing the number of credit hours that a student can complete prior to selecting and declaring that major.

Submitted: December 17, 2012

Submitted by: Mary Huening and Vicki Berling, Norse Advising

Rationale: The current policy was implemented when the University required 49 credit hours of general education and a minimum of 128 credit hours to be graduated. With the reduction of required hours to 37 and 120 respectively, students need to make the decision of a major in a more timely manner or they will extend their time at the University and increase the cost of their college education. This change is also consistent with the campus-wide initiative to provide intrusive advising to assist freshmen in the decision-making process leading to the identification and declaration of an academic major.

Current Policy: (2012-13 Undergraduate Catalog, Declaring and Changing a Major, page 37)

3. Students seeking the bachelor’s degree are required to declare a major before completing 50 semester credit hours. Transfer students entering with more than 50 semester credit hours are required to declare a major by the end of their first semester of enrollment.

4. Students seeking the associate degree are required to declare a major before completing 25 semester credit hours. Transfer students entering with more than 25 semester credit hours are required to declare a major by the end of their first semester of enrollment.

Proposed Policy:

Students seeking a bachelor’s degree should declare an academic major by the time they reach 30 earned credit hours, but not later than 40 hours. Transfer students entering with more than 40 hours credit will be required to declare an academic major by the end of their first semester of enrollment.

Students seeking an associate’s degree should declare a major by the time they complete 20 earned credit hours. Transfer students entering with more than 20 hours credit will be required to declare an academic major by the end of their first semester of enrollment.