

# Multiple Majors Declaration Form

Student Full Name: \_\_\_\_\_  
Last First Middle

Catalog Year \_\_\_\_\_ Current academic advisor of record: \_\_\_\_\_

**Note: you must use the same catalog for each major**

Current Major/Proposed Major #1: \_\_\_\_\_

Additional Major/Proposed Major #2: \_\_\_\_\_

**Proposed Graduation Year/Semester:** \_\_\_\_\_

\*Use the degree audit (paper or digital) to identify degree applicable credit hours (it's possible that some of your earned hours are not degree applicable).

\*\*If more than 60 credits will have been earned by the end of the current semester, the student must also provide a detailed semester plan of coursework to be taken in the remaining semesters.

\*\*\*All discrete courses for each major (or minor) must be labeled/marked clearly on the degree audit.

**Special information: The student will check each box to confirm understanding of the following:**

- ☐ **Students will need to meet regularly with both departments for course planning**, and special attention should be given to courses that have prerequisites and/or are not taught on a regular basis.
- ☐ By the time a student has earned 60 or more degree-applicable hours, a by-semester plan for remaining coursework should be in place and confirmed by the respective department chairs, who will make a good-faith effort to ensure that classes are offered as planned.
- ☐ **Students are responsible for understanding their degree requirements**, as well as any additional requirements related to the honors program, minors, and other relevant programs.
- ☐ Students are responsible for creating and maintaining degree planners (audits) for each major (and/or degree), including general education core requirements, major requirements, elective requirements, and minors (if applicable). Degree planners for all academic programs can be found at [catalog.yhc.edu](http://catalog.yhc.edu).
- ☐ **All discrete courses for each major (or minor) are marked clearly on the degree audit.**
- ☐ At least one additional semester will be required to fulfill each major when an average of 15 credit hours is completed per term.
- ☐ Not every combination of majors is feasible within a 4 to 5-year timeframe.
- ☐ If more than two majors are desired, complete all required information for the third and subsequent majors on a separate sheet. Remember to get additional signatures as needed.
- ☐ A declaration of multiple majors is not official until this form has been completed (including multiple-majors audit, financial aid review, departmental review/approval, advisor assignment for each major, athletics review, if applicable) and approved by the Office of the Registrar.
- ☐ The student should retain a copy of this form for his or her own records before submitting this form to the Office of the Registrar.

**Required signatures: All signatories, please check the required and applicable boxes in your area**

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|---|
| <b>Student</b> _____ Date _____<br><input type="checkbox"/> Degree audit/planner for each major and minor (if any) is attached (required)<br><input type="checkbox"/> By semester, a plan for the remaining coursework is attached (if applicable)  |
| <b>Financial Aid Officer</b> _____ Date _____<br><input type="checkbox"/> Current financial aid package (if any) is projected to cover the time/classes required<br><input type="checkbox"/> Additional funds may be necessary  |
| <b>Department chair for major 1</b> _____ Date _____<br><input type="checkbox"/> Department chair will serve as co-advisor (or) <input type="checkbox"/> Co-advisor will be _____ (required)<br><input type="checkbox"/> Student's audit for major 1 is confirmed (required)<br><input type="checkbox"/> The student has earned 60 or more degree-applicable hours (if applicable). The semester-by-semester plan is consistent with the planned course offerings in this department/major and accounts for the minimum required discrete hours. <input type="checkbox"/> yes <input type="checkbox"/> no |
| <b>Department chair for major 2</b> _____ Date _____<br><input type="checkbox"/> Department chair will serve as co-advisor (or) <input type="checkbox"/> Co-advisor will be _____ (required)<br><input type="checkbox"/> Student's audit for major 1 is confirmed (required)<br><input type="checkbox"/> The student has earned 60 or more degree-applicable hours (if applicable). The semester-by-semester plan is consistent with the planned course offerings in this department/major and accounts for the minimum required discrete hours. <input type="checkbox"/> yes <input type="checkbox"/> no |
| <b>Athletics</b> (if applicable) _____ Date _____   |
| <b>Director of Academic Advising</b> _____ Date _____   |
| <b>Registrar</b> _____ Date _____<br>Multiple majors declaration results in multiple majors of the <input type="checkbox"/> same degree (or) <input type="checkbox"/> multiple degrees  |

***^At least 15 hours of each major must be discrete (not used to fulfill any requirement of any other academic program).***

The balance of hours earned toward a second or subsequent major can be applied to the other major program and/or to general education requirements associated with the other major program, and/or to the minimum number of required general elective hours in the degree program.

The following additional restrictions apply to completing multiple majors: (1) The student shall have one academic advisor assigned from each department delivering the student's declared major programs; (2) Only one set of general education core curriculum classes is required to complete multiple majors (whether resulting in one or multiple degrees), as long as all requirements for each major and/or degree are met; (3) Students pursuing multiple majors with capstone requirements may enroll either in a single capstone experience that reflects each major program (provided that at least 15 discrete credit hours are successfully completed for each additional major), or enroll in distinct capstone courses for each major. The student should determine the appropriate capstone experience(s) with his or her academic advisors and/or department chairs of each major.

Please refer to the Young Harris College catalog for additional information about declaring and completing degrees, majors, and minors at YHC.