

Degree Major Change Form

NOTE: You must first save this form to your hard drive and open it in Adobe Acrobat for the fillable portions to retain what you type into them. Please name your file LASTNAME Major Change
 This form is to be used for changes in a student's official major within music, including leaving Crane. Please use the Degree Minor/Concentration Change Form for changes within the music minor or concentration.

Student Completes This Part

_____ Date _____ Last Name _____ First Name _____ PID#

_____ Performance Area(s) _____ Current Major(s)
 ex. Voice, flute, etc.

_____ Is this major being added or dropped? ADD DROP

Changed Major

Is this major replacing an existing major? YES NO

If yes, what major is it replacing? _____

Are you keeping an existing major?

If yes, major are you keeping? _____

Are you leaving The Crane School of Music? YES NO

If you are leaving The Crane School of Music, please sign this form and request an appointment with the Associate Dean of Music when you submit the form.

After completing the upper portion, please return the form to the Crane Office or email to Sarah Burgess at burgessj@potsdam.edu. The Crane Office will gather the necessary faculty approvals.

_____ Approval YES NO
 Chair Changed Major, printed name

_____ Approval YES NO
 Chair Existing Major, printed name

_____ Approval YES NO
 Studio Teacher, printed name

_____ Approval YES NO
 Advisor, printed name

 For Office Use Only

Assoc. Dean _____ Date _____ New Advisor (if necessary): _____
 Banner _____ Date _____
 DBS _____ Date _____

Email Notification to Studio Teacher, Advisor, Department Chairs & Secretaries, and Scheduling Office