



# UNDERGRADUATE CHANGE OF PROGRAM/PLAN INFORMATION

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Student ID Number: \_\_\_\_\_

Student Last Name: \_\_\_\_\_ First Name \_\_\_\_\_

### To be completed by an Academic Counselor

**Instructions: Check and complete only one of the following options:**

**Activate the following New Program(s) and Plan(s):**

(Example: CLASU/CPSYBS to CMGTD/CAACBSMS)

Academic Program Information: \_\_\_\_\_

Academic Plan Information: \_\_\_\_\_

Sub Plan Information: \_\_\_\_\_

( ) This is for a double major.

**Note: Change will be in effect for next semester.**

**Activate the following New Plan(s) within the same program:**

(Example: CLASU/CPSYBS to CLASU/CHISBA)

Academic Plan Information: \_\_\_\_\_

Sub Plan Information: \_\_\_\_\_

( ) This is for a double major.

**Note: Change will be in effect immediately (current semester).**

**Add/Remove a Minor**

\_\_\_\_ Add Minor

Academic Plan Information: \_\_\_\_\_

( ) This is for a double minor.

\_\_\_\_ Remove Minor

Academic Plan Information: \_\_\_\_\_

**Note: Addition/Removal of Minors will take effect for the current semester**

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Academic Counselor Signature: \_\_\_\_\_ Date \_\_\_\_\_

Department Chairperson/Program Director: \_\_\_\_\_ Date \_\_\_\_\_

**(Not required for all majors)**

Date Processed: \_\_\_\_\_

Effective Date for Program Changes: \_\_\_\_\_

Records Staff: \_\_\_\_\_

**Student has Transfer Credit that will need to be brought over**