

# Change of Minor/ Certificate Form

**OVERVIEW:** Changing your academic program is an important decision and requires considerable thought. This may mean changing colleges/schools within Rider. Doing so may affect your General Education requirements. Students should meet with the chairperson or a faculty member in the department to discuss general education and program requirements before submitting this form. Please review the current listings of [Rider's Undergraduate programs](#). If changing into College of Education and Human Services, you must have a 2.75 GPA.

**INSTRUCTIONS:** Complete this form and send it to your Dean's Office for signatures. For students in College of Education and Human Services, forward it to the Department. **Forms WILL NOT be accepted directly from a student.**

Student's Name: \_\_\_\_\_ Bronc ID#: \_\_\_\_\_

Current Standing:  Freshman  Sophomore  Junior  Senior *Have you submitted a graduation application?*  Y  N

*Did you know?*

[Dual Degree](#) – A dual degree awards students with two separate degrees in different fields of study (e.g., a BS and a BFA).

[Double Major](#) – A double major awards students with one degree with two distinct majors (e.g., a BA in Dance & English).

Adding or Changing a Program	Add or Change	Changing Schools?
Add/Change 1 <sup>st</sup> Minor to: _____	<input type="checkbox"/> Add <input type="checkbox"/> Change	<input type="checkbox"/> Yes <input type="checkbox"/> No
Add/Change 2 <sup>nd</sup> Minor to: _____	<input type="checkbox"/> Add <input type="checkbox"/> Change	<input type="checkbox"/> Yes <input type="checkbox"/> No
Add/Change 3 <sup>rd</sup> Minor to: _____	<input type="checkbox"/> Add <input type="checkbox"/> Change	<input type="checkbox"/> Yes <input type="checkbox"/> No
Add/Change 1 <sup>st</sup> Certificate to: _____	<input type="checkbox"/> Add <input type="checkbox"/> Change	<input type="checkbox"/> Yes <input type="checkbox"/> No
Add/Change 2 <sup>nd</sup> Certificate to: _____	<input type="checkbox"/> Add <input type="checkbox"/> Change	<input type="checkbox"/> Yes <input type="checkbox"/> No

Dropping a Program
Drop 1 <sup>st</sup> Minor: _____
Drop 2 <sup>nd</sup> Minor: _____
Drop 3 <sup>rd</sup> Minor: _____
Drop 1 <sup>st</sup> Certificate: _____
Drop 2 <sup>nd</sup> Certificate: _____

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

Department/ Dean's Office Use Only	Banner Code (ex: JOUR, MUED)	Catalog Year (ex: 14-15, 15-16)	Advisor
1 <sup>st</sup> New Minor: _____ / _____	_____	_____	_____
2 <sup>nd</sup> New Minor: _____ / _____	_____	_____	_____
3 <sup>rd</sup> New Minor: _____ / _____	_____	_____	_____
1 <sup>st</sup> New Certificate: _____ / _____	_____	_____	_____
2 <sup>nd</sup> New Certificate: _____ / _____	_____	_____	_____

**Administrative Approvals** **Date**

Chairperson: (if adding or changing) \_\_\_\_\_

Dean's Office: \_\_\_\_\_

**WHEN ALL SIGNATURES ARE RECEIVED EMAIL FORM TO [REGISTRAR@RIDER.EDU](mailto:REGISTRAR@RIDER.EDU)**

Registrar's Office: \_\_\_\_\_