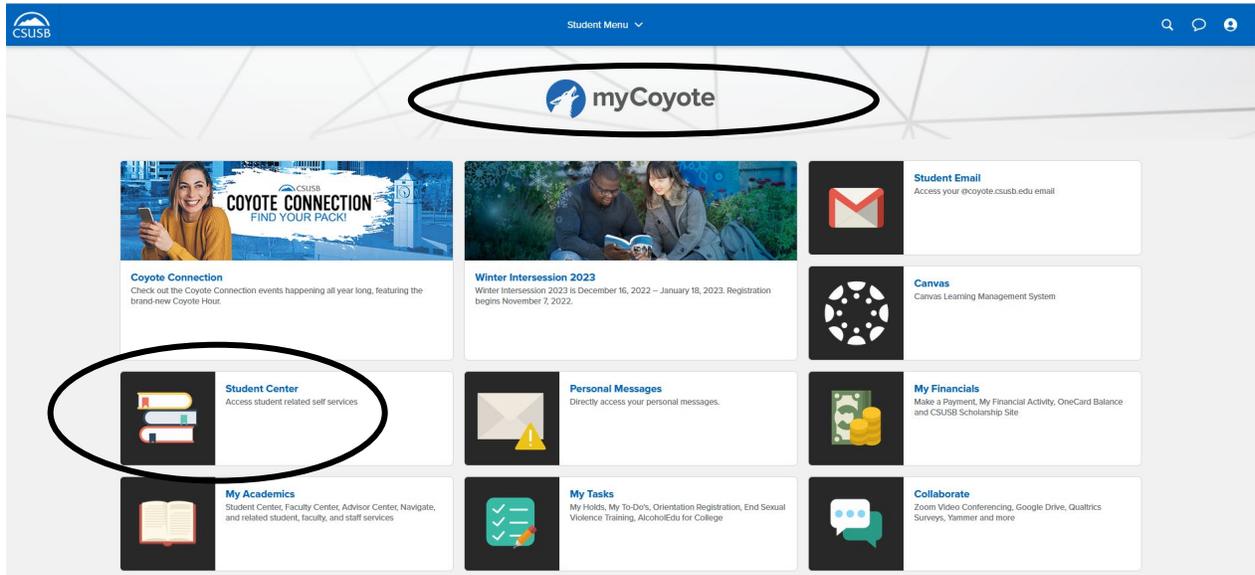


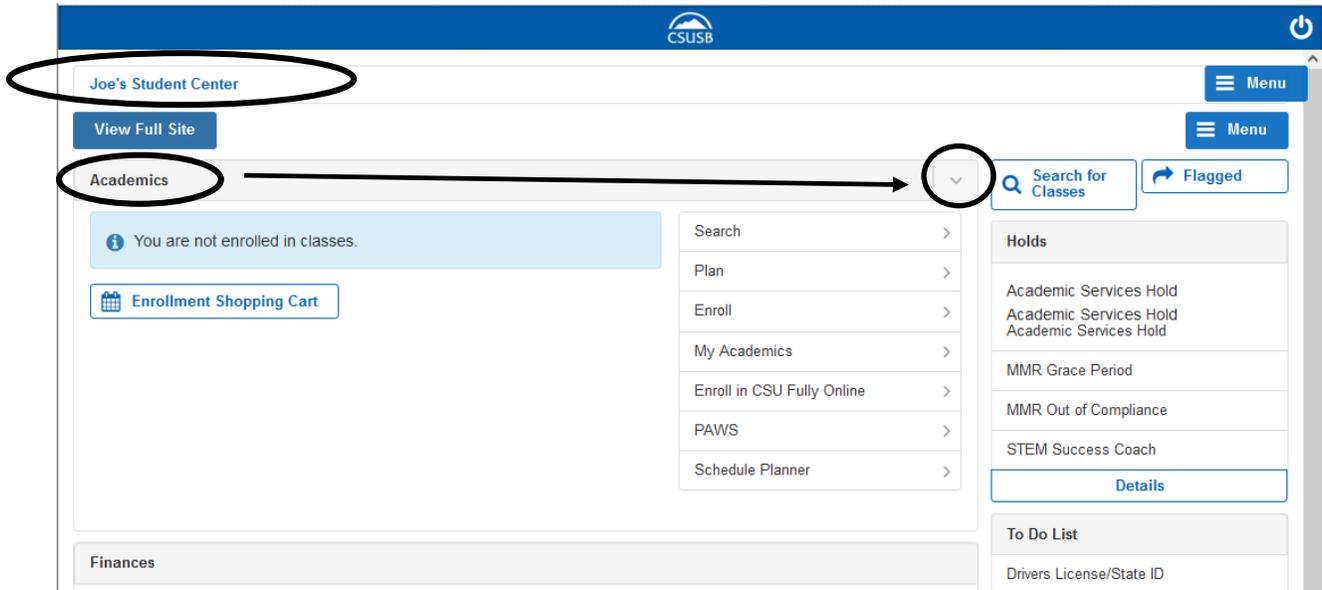
Change of Major/Minor Guide

Changing your Major

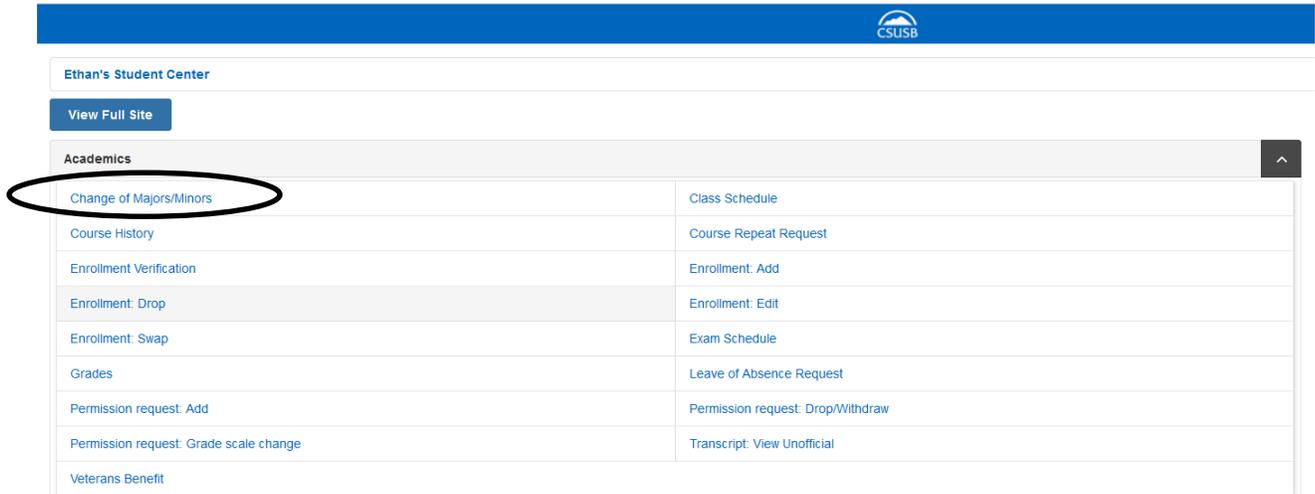
1. From **myCoyote**, select **Student Center** tile



2. Select Academics dropdown menu



3. Select Change of Majors/Minors



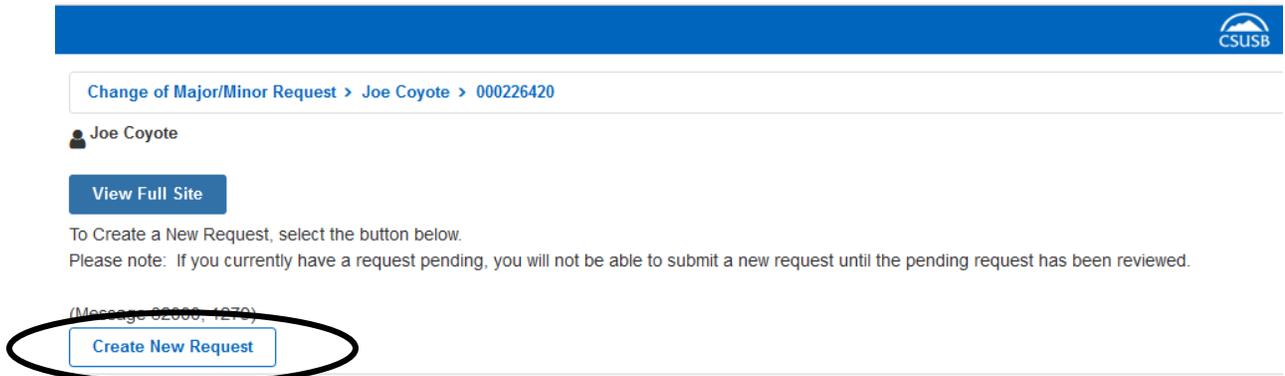
Ethan's Student Center

View Full Site

Academics

Change of Majors/Minors	Class Schedule
Course History	Course Repeat Request
Enrollment Verification	Enrollment: Add
Enrollment: Drop	Enrollment: Edit
Enrollment: Swap	Exam Schedule
Grades	Leave of Absence Request
Permission request: Add	Permission request: Drop/Withdraw
Permission request: Grade scale change	Transcript: View Unofficial
Veterans Benefit	

4. Select Create New Request



Change of Major/Minor Request > Joe Coyote > 000226420

Joe Coyote

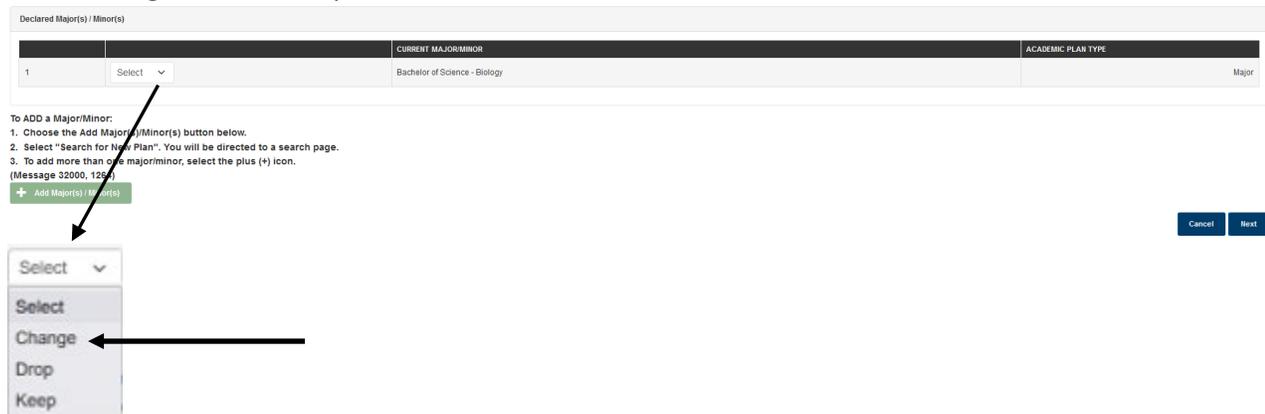
View Full Site

To Create a New Request, select the button below.
Please note: If you currently have a request pending, you will not be able to submit a new request until the pending request has been reviewed.

(Message 32000, 1276)

Create New Request

5. Select Change from the dropdown menu



Declared Major(s) / Minor(s)

		CURRENT MAJOR/MINOR	ACADEMIC PLAN TYPE
1	Select	Bachelor of Science - Biology	Major

To ADD a Major/Minor:
1. Choose the Add Major(s)/Minor(s) button below.
2. Select "Search for New Plan". You will be directed to a search page.
3. To add more than one major/minor, select the plus (+) icon.
(Message 32000, 1276)

+ Add Major(s) / Minor(s)

Cancel Next

Select

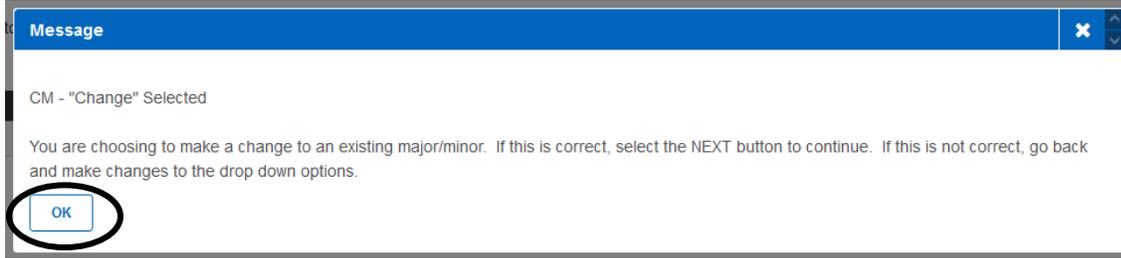
Select

Change

Drop

Keep

6. Select **OK** in response to pop-up message



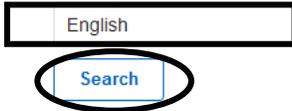
7. Enter the name of the major in the Search Box

8. Select **Search**

Enter the name of the major and/or minor (e.g. English) in the Search box, then select "Search".

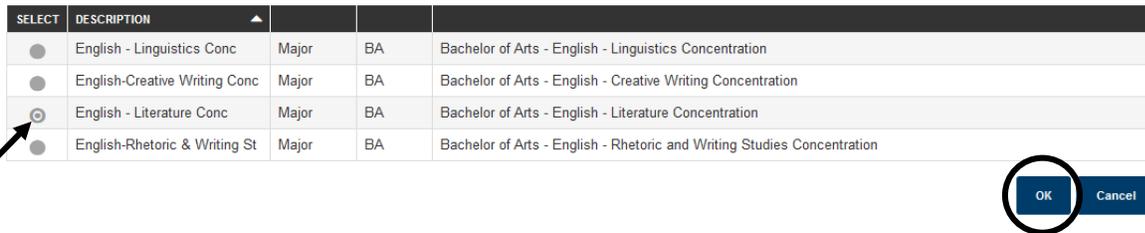
Please note: Only students admitted to the university as a pre-nursing student will be eligible for consideration and acceptance into the nursing pre-licensure program, leading to a Bachelor of Science in Nursing and preparation for licensure as an RN. Students cannot submit a change of major to Pre-Nursing / Nursing once they have been admitted to the university under a different major.

(Message 32000, 1259)



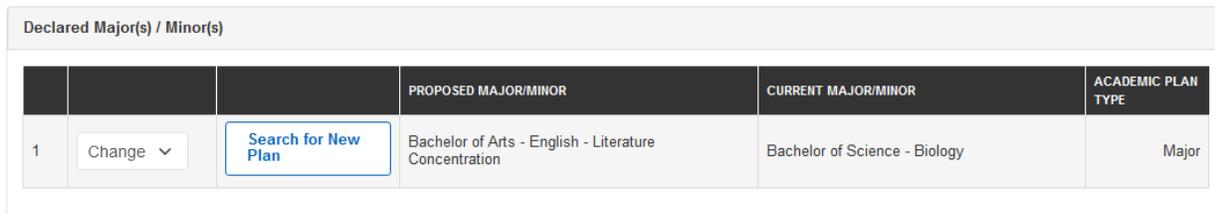
9. Select the radio button of the major you are requesting

10. Select **OK** to proceed to the next page



11. Verify that the **Proposed Major** is correct

12. Select **Next**



To ADD a Major/Minor:

1. Choose the Add Major(s)/Minor(s) button below.
2. Select "Search for New Plan". You will be directed to a search page.
3. To add more than one major/minor, select the plus (+) icon.

(Message 32000, 1264)



13. Provide a reason for the change of major request in the box provided

14. Select **Submit**

Please verify your selection.

To cancel and return to previous page, select 'Back'

(Message 32000, 1260)

From

Declared Major(s) / Minor(s)		
1	Bachelor of Science - Biology	Major

To

Proposed Change(s)			
1	Change	Bachelor of Arts - English - Literature Concentration	Major

Your submission will go through an approval process. Please provide the reason for this request in the box below, then select "Submit".

(Message 32000, 1286)

Change in career - pursuing a teaching credential.

Back Cancel **Submit**

Adding a Minor

1. Select **Keep** on the dropdown menu
2. Select **Add Major(s)/Minor(s)**.

Declared Major(s) / Minor(s)			
1	Select	Bachelor of Science - Biology	Major

To ADD a Major/Minor:
1. Choose the Add Major(s)/Minor(s) button below.
2. Select "Search for New Plans". You will be directed to a search page.
3. To add more than one major/minor, select the plus (+) icon.

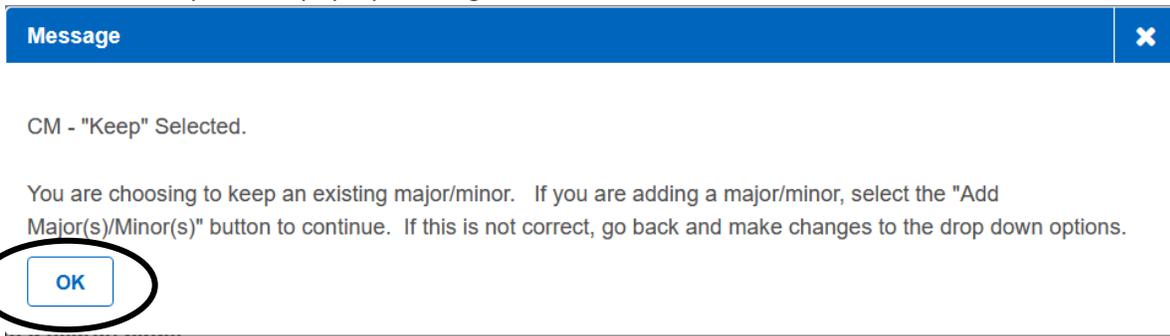
(Message 32000, 1281)

+ Add Major(s) / Minor(s)

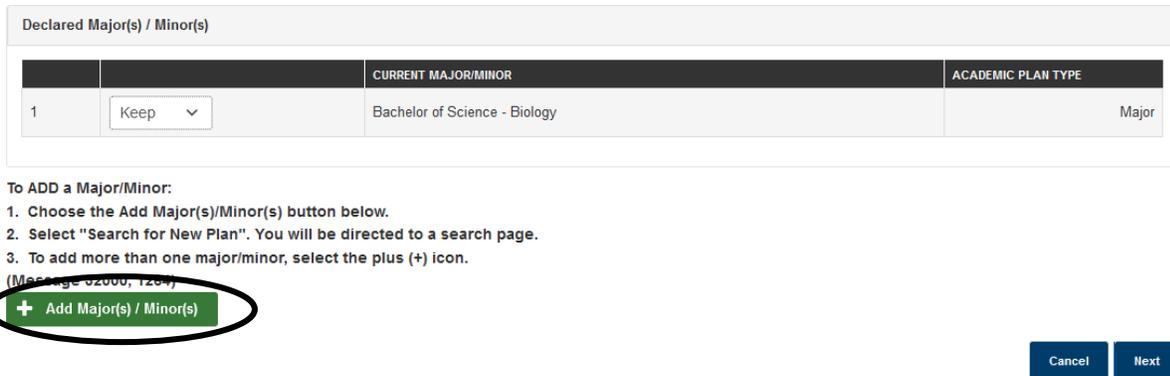
Cancel Next

Select
Select
Change
Drop
Keep

- Select **OK** in response to pop-up message



- Select **Add Major(s) / Minor(s)**



- Select **Search for New Plan**



- Enter the name of the minor in the **Search** box
- Select **Search**



- Select the radio button of the minor you are requesting
- Select **OK** to proceed to the next page



10. Select Next

Major(s) / Minor(s) to Add				ADD	DELETE
1	Search for New Plan	Minor	Minor in Spanish	+ Add	✕ Delete

Cancel **Next**

11. Verify your proposed change then enter the reason for this request in the box provided

12. Select **Submit**

From

Declared Major(s) / Minor(s)		
1	Bachelor of Science - Biology	Major

To

Proposed Change(s)			
	ACTION		
1	Keep	Bachelor of Science - Biology	Major
2	Add	Minor in Spanish	Minor

Your submission will go through an approval process. Please provide the reason for this request in the box below, then select "Submit".
(Message 32000, 1286)

Enter reason for request here.

Back Cancel **Submit**

Pop-up message in response to request

Select **Return To Student Center** to exit page

CSUSB

Change of Major/Minor Request > Joe Coyote > 000226420

[Return To Student Center](#)

Menu

[View Full Site](#)

Thank you.

<p>

Your request has been submitted for review. If approved, your student record will be updated. You should expect an email response within 10 business days. No further changes will be permitted until this request has been processed. Please direct any questions to the Office of the Registrar in UH-171 or contact us at (909) 537-5219.
(Message 32000, 1262)