

Knights Major Exploration How to Add or Change and Transition Center a Major or Minor

A major area of study is required to complete a bachelor's degree in a chosen subject area. A list of majors is available in the <u>UCF Undergraduate Catalog</u>.

A student may declare a major at any point from the first semester of enrollment up to the completion and core requirements for an intended major. The following steps will help you declare a major:

- Step 1. Go to: "https://my.ucf.edu".
- Step 2. Click on: "Student Self Service".
- Step 3. Click on the drop-down menu "other academic" box.
- Step 4. Click on "Change Major Request".
- Step 5. Read the instructions and click on "Next".
- Step 6. Click on "Add" in the major box.
- Step 7. Click on the magnifying glass to select college of major.
- Step 8. Click on the magnifying glass to select specific major.
- Step 9. Click on "Look Up" and select specific major.
- Step 10. If the major asks you to choose a specific track,

click the **magnifying glass** next to "track" and select your intended track.

Step 11. Click on "Next" and then "Submit".

A minor is a complement to a bachelor's degree requiring 18 or more credit hours of course work in a chosen subject area. Check the <u>UCF Undergraduate Catalog</u> for a list of approved minors. A student may declare a minor at any point from the first semester of enrollment and no later than the submission of the "Intent to Graduate Form" in the Senior Year.

<u>Minors are optional</u> unless required by a specific major. See the catalog for a list of Academic Minors by College and the section in the catalog where minors are listed alphabetically. The following steps will help you declare a minor:

- Step 1. Go to: "https://my.ucf.edu".
- Step 2. Click on: "Student Self Service".
- Step 3. Click on the drop-down menu "other academic......" box.
- Step 4. Click on "Change Major Request" even though declaring a minor.
- Step 5. Read the instructions and click on "Next".
- Step 6. Click on "Add" in the minor box.
- Step 7. Click on the magnifying glass to select college of minor.
- Step 8. Click on the magnifying glass to select specific minor.
- Step 9. Click on "Look Up" and select specific minor.
- Step 10. Click on "Next" and then click on "Submit".

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