

Declaration of Major Policy

- Keywords: Declaration of major
- Policy Number: KC-ACA-3144
- Originally Issued: Prior to 2010
- Revised: N/A
- Effective Catalog Cycle: Prior to 2010
- Approved by: Provost
- Executive Sponsor: Provost
- Responsible Office: Registration and Records

Policy Statement

Students may declare a plan of study (major and/or minor) and degree(s) at the time of admission. See the specific academic unit guidelines for admission requirements regarding declaration. If continuing students wish to change their plan of study or add additional plans, students must complete the Declaration of Major form from the UMKC's Registration & Records Office and obtain signatures from the Academic Advising unit of the school or college.

Students admitted as Exploratory (undeclared) students or admitted with only a Pre-Professional designation (i.e. Pre-medicine, Pre-law) have not declared a specific major and/or degree at the time of admissions and therefore must declare a major by the hours specifically designated by the academic unit housing the degree(s).

Reason for Policy

This policy was developed to support student academic success and to provide consistent, quality delivery of academic programs and services.

Who Should Read this Policy?

All faculty; Academic advisors; Registrar's office personnel;
All students

Instructions, Procedures and Related Information

Registrar's Office

Contacts

UMKC Registrar's Office: Website:

Physical Location: 115 Administrative Center, 5115 Oak Street,
Kansas City, MO 64110

Mailing Address: 5100 Rockhill Road, Kansas City, MO 64110-
2499;

Phone: 816-235-1125; **Fax:** 816-235-5513; **Email:** registrar@

UMKC Office of the Provost:

Exclusions

Graduate and Professional Students

History & Updates

None

Appendices

None