



# **UNDERGRADUATE EXCLUSION FORM**

**Please print clearly**

**Student Name:** \_\_\_\_\_

**ID Number:** \_\_\_\_\_

## Major Course Exclusion

Undergraduate courses excluded from the GPA based upon an approved change of major or readmission to a new major for matriculated students. Policy **effective 2011** Fall and approved October 2011 by UCRC. Confirm the change of major has been processed via SPACMNT in Banner before submitting this form.

New Major: \_\_\_\_\_ - Old Major: \_\_\_\_\_

Major Change Term: \_\_\_\_\_

Old Major: \_\_\_\_\_

All non-GER courses from the old major must be excluded per CAA December 2011. Do not exclude any course that is part of the new major requirements.

**Advisor's Name & Signature**

Date

**Dept. Chairperson's Signature**

Date

FOR OFFICE USE:

Date Received:

Date Posted on Record and comment noted in Banner: \_\_\_\_\_ By \_\_\_\_\_

**Note:** Scan and e-mail or deliver form to Office of the Registrar. Do not have student deliver form.

Note: Scan and e-mail or deliver form to Office of the Registrar. Do not have student deliver form. Process time is minimum two weeks upon receipt. Please contact advisor for any information regarding this form.