

APPROVED APR 18 2012
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U N I V E R S I T Y of H O U S T O N

COLLEGE OF LIBERAL ARTS AND SOCIAL SCIENCES
ACADEMIC AFFAIRS CENTER

Approved by CLASS
Undergraduate Studies Committee

To: Faculty Committee Members, CLASS
From: CLASS AA
Date: 2/21/2012
Re: Request to update CLASS change of major and minor policy

Dr. David Phillips

2-24-12
Date

RECEIVED FEB 27 2012
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Proposed revision to the CLASS change of major and minor policy. The proposed new policy would require all students wishing to change their major or minor to any of the college's degree programs to have established at least a 2.00 minimum cumulative UH grade point average. Currently new students with no UH GPA are not required to meet the 2.0 minimum cumulative UH grade point average policy.

Listed below is the current catalog listing and the proposed revision.

Section: CLASS Policies and Procedures

Current Catalog Wording:

Declaration of Major

Many entering students have a well-defined career objective and major course of study. These students should declare their majors upon entering the college and should seek academic counsel from their major departments.

Freshman students who are uncertain of their majors are encouraged to enroll first through Undergraduate Scholars and seek academic advising from the advisors for the major(s) they are considering. Before enrolling as sophomores (30 hours), students must petition for a change in major to one of the degree programs in the college.

Declaration of Minor

Students proposing a minor must file a declaration of minor form and minor degree plan in the department of their minor and obtain approval from that department's undergraduate advisor. Students who wish to change their minor to any of the college's minor programs must have at least a 2.00 minimum cumulative grade point average on courses taken at this university, except students in their first semester of enrollment, who are exempt from the grade point average requirement.

Change of Major

Students who wish to change their majors to any of the college's degree programs must have at least a 2.00 minimum cumulative grade point average on courses taken at this university, except students in their first semester of enrollment, who are exempt from the grade point average requirement. Some major programs, such as music, theatre, and health and human performance have additional requirements.



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Students with less than a 2.00 grade point average are encouraged to obtain academic advising from the department to which they wish to change; however, they are not eligible to officially change their major until the required grade point average is attained.

To apply for a change of major, consult the departmental advisor of the desired major and submit an undergraduate general petition requesting the change.

The department and the Academic Affairs Center will review the petition and send notification of approval or disapproval to the department.

Suggested Wording:

Declaration of Minor

Students who wish to declare a minor to any of the college's degree programs must have established at least a 2.00 minimum cumulative UH grade point average and meet the requirements of the individual department. Some minor programs may have additional requirements.

Change of Major

Students who wish to change their majors to any of the college's degree programs must have established at least a 2.00 minimum cumulative UH grade point average and meet the requirements of the individual department. Some major programs, including but not limited to music, theatre, and health and human performance have additional requirements.

Students with less than a 2.00 grade point average are encouraged to obtain academic advising from the department to which they wish to change; however, they are not eligible to officially change their major until the required grade point average is attained.

To apply for a change of major, consult the departmental advisor of the desired major and submit an undergraduate general petition requesting the change.

The department and the Academic Affairs Center will review the petition and send notification of approval or disapproval to the department.