



CHANGE OF MAJOR FORM

Last Name: _____ First Name: _____ NMSU ID #: _____

Current Major: _____ Change Major to: _____ Associate Certificate

Semester Requesting Change: Semester/ Year Fall 20_____ Spring 20_____ Summer 20_____

Have you already earned a **bachelor's degree**? (check one) Yes No

Student Instructions: Fill in and review this form, sign and date below, then email this form **through your NMSU email** to dacc_adv@nmsu.edu or deliver this form to the DACC Academic Advising Center, DACC East Mesa Campus, DASR 103, (575) 528-7272.

NMSU-Las Cruces Students changing to DACC:

Check in with DACC Admissions to confirm that your **District Coding** is correct in the system, so that you are charged the correct tuition rate. This step can save you tuition dollars! DACC Admissions is located at the East Mesa Campus, DASR 107, (575) 527-7710, or by email at admissions@dacc.nmsu.edu.

Check in with the **DACC Financial Aid Office** to see how your aid eligibility will be impacted by your change of campus. This should be done before you submit this form. DACC Financial Aid is located at the East Mesa Campus, DASR 109, (575) 528-7001, or by email at finaid@dacc.nmsu.edu.

NOTE: You cannot use this form and you **must apply for admission through DACC Admissions** if you are:

- An inactive NMSU system student (not enrolled in classes within the last year).
- An NMSU-Las Cruces student who has graduated from NMSU and now wants to transfer to DACC.
- An NMSU-Las Cruces international student or NMSU-Las Cruces student in the Graduate School. Some special admission processing may be required.

Non-Degree Students: This form should not be used by students admitted as non-degree who wish to declare a major. Non-degree students must first meet admission requirements to be able to change from non-degree to degree seeking status. For information regarding this change, contact the DACC Information Center, DACC East Mesa Campus, DASR 101H, (575) 527-7710 or by email at admissions@dacc.nmsu.edu.

Student's Signature: _____ Date: _____

FOR OFFICE USE ONLY

Date SFAREGS Changed: _____ Staff Processed Change: _____

Copy of this form kept in Academic Advising Center.

DACC Academic Advising Center – Revised 9/10/2020