

## Declaring/Changing a Major, Minor, or Applied Minor

### Section A: Policies and Instructions

#### Declaring a Major:

1. Students are required to file a declaration of major at the Registrar's Office no later than the end of their fourth semester.
2. A late fee of \$25.00 will be charged if the petition is submitted after the deadline.
3. A declared major may be changed at any time up to the add/drop deadline of the student's final semester by submitting a new major declaration form.

#### Declaring a Minor:

1. Minors are optional programs, you are not required to have a minor to graduate.
2. The deadline for declaring a minor is the 5th day of classes of the spring semester of the senior year.
3. Students must declare their Major Field of concentration before declaring a minor.

#### Declaring an Applied Minor:

1. Applied minors are optional programs, they are not required for graduation.
2. The deadline for declaring an applied minor is the 5th day of classes of the spring semester of the senior.

Progress towards completion of a major, a minor, and an applied minor will be tracked in DegreeWorks.

Complete Section B below and the relevant program section. Next to each requirement, indicate which semester (e.g. Fall 2023) you have taken or will take that course.

Your form must be signed by the Department/Program and your academic advisor (must be in your field of study for your major).

### Section B: Student Information

Student Name \_\_\_\_\_ ID# \_\_\_\_\_

Email \_\_\_\_\_ Date \_\_\_\_\_

Planned Date of Graduation: May \_\_\_\_\_ December \_\_\_\_\_ Year: \_\_\_\_\_

Select one:

- \_\_\_\_\_ I wish to declare my primary Major
- \_\_\_\_\_ I wish to declare a Minor
- \_\_\_\_\_ I wish to declare a second Major
- \_\_\_\_\_ I wish to declare an Applied Minor
- \_\_\_\_\_ I wish to change my Major

# Outdoor Education Applied Minor

Use this form to declare a minor in [Outdoor Education Applied Minor](#).

## Minor/Applied Minor Declaration Form

Declared Major(s) \_\_\_\_\_

### Courses

The following courses are required:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> EDUC 221	Outdoor Trip Leadership	2	
<input type="checkbox"/> EDUC 311	Wilderness First Responder	2	

[EDUC 221](#): (offered annually in spring semester)

[EDUC 311](#): (offered annually as an early on-campus May term)

Two participation-based courses:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> AWPE 202	Intermediate Gym Climbing		
<input type="checkbox"/> AWPE 300	Canoe Skills Seminar		
<input type="checkbox"/> AWPE 304	Outdoor Rock Climbing Seminar		
<input type="checkbox"/>	Other courses or related Epic Advantage Programs/ May Terms will be considered by petition.		
<input type="checkbox"/> AWPE 200	Introduction to Canoeing		
<input type="checkbox"/> AWPE 201	Indoor Gym Climbing		
<input type="checkbox"/> AWPE 210	Trail Building/Invasive Species Control		

One of the following education- or leadership-focused academic courses:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> EDUC 120	Foundations of Education	4	
<input type="checkbox"/> EDUC 210	Outdoor & Environmental Education	2	
<input type="checkbox"/> EDUC 248	Theory and Practice of Education	4	
<input type="checkbox"/> TESO 344	Studies in Language Learning & Teaching	4	
<input type="checkbox"/>	Another course with an education/leadership focus in		

global management, social services, history, museum studies, peace and global studies, philosophy, psychology or teacher education

Other courses will be considered by petition.

One of the following natural science academic courses:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> BIOL 111	Ecological Biology	4	
<input type="checkbox"/> BIOL 226	Biological Diversity	4	
<input type="checkbox"/> ENSU 151	Environment, Science and Sustainability	4	
<input type="checkbox"/> GEOL 201	Earth and the Environment	4	
<input type="checkbox"/> PHYS 115	Encounters with the Cosmos	3	
<input type="checkbox"/>	Other natural science courses or related Epic Advantage programs/May Terms will be considered by petition.		

Co-curricular activity

Students must complete a qualifying multi-day (seven days+) field practicum experience, including four days in a leader-of-the-day or instructor role. Experience to include planning, logistics, field time and debrief/evaluation (e.g., OTL TA, Multi-day AWPE Instructor, August Wilderness Instructor, Internship, NOLS/Outward Bound course, or another experience approved by the director of outdoor education).

Culminating experience

All students must submit a capstone portfolio and complete a mock job interview with an EC Career Coach. The portfolio includes the following:

- A statement on personal educational philosophy.
- A critical reflection essay on qualifying practicum field experience.
- A sample written lesson plan from qualifying field experience.
- An outdoor-focused resume.

This student is hereby approved to pursue a major \_\_\_\_\_ / minor \_\_\_\_\_ in accordance to the above plans (please enter your full name below).

Academic advisor \_\_\_\_\_ Date \_\_\_\_\_

Department/Program Convener \_\_\_\_\_ Date \_\_\_\_\_

This completed form must be emailed to [registrar@earlham.edu](mailto:registrar@earlham.edu) for processing. Your adviser and the Department/Program Convener must be copied on the email.

Registrar \_\_\_\_\_ Date \_\_\_\_\_