

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

Digital Arts Applied Minor

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

Program [Art](#)

Minor/Applied Minor Declaration Form

Declared Major(s) _____

You will complete four courses, at least one from each of the lists below:

Art

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> ART 214	Contemporary Art	4	
<input type="checkbox"/> ART 219	Art & Digital Technology I	4	
<input type="checkbox"/> ART 236	Digital Photography I	4	
<input type="checkbox"/> ART 319	Art & Digital Technology II	4	

Computer Science

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> CS 128	Programming & Problem Solving	4	
<input type="checkbox"/> CS 355	Computer Game Design	3	

Music & Theatre

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> MUS 372	Making Music with Computers	3	
<input type="checkbox"/> MUS 473	Sound Design and Interactive Systems	3	
<input type="checkbox"/> THEA 372	Intermediate Costume Design	3	

Co-curricular activity

You'll complete one co-curricular activity, possible options include:

- Serve as a member of a web-focused applied group. (One term minimum.)
- Design a work of art, production, or piece of software (or a portfolio of smaller works) that incorporates elements of the material covered in the applied minor and which serves a campus need or social good. (Minimum of 20 hours.)
- Serve as part of a group that educates other members of the campus community on the safe and effective use of various resources, such as the fabrication machines or theater technology. (One

term minimum.)

- Participate as part of a campus musical group, publication, production, or arts group in a capacity that incorporates the use of technology. (One term minimum.)
- Contribute to a larger project, such as a theater production or a game, by contributing digital arts skills such as music design, sound design, or art design. (Minimum 20 hours.)

Culminating experience

Finally, you will design a work of art, production, or piece of software (or a portfolio of smaller works) that incorporates elements of the material covered in the applied minor.

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 for processing. Your adviser and the Department/Program Convener must be copied on the email.

Registrar _____ Date _____