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.

Minor/Applied Minor Declaration Form

Declared Major(s) ___________________________________________

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

<table>
<thead>
<tr>
<th>Art</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>ART 214</td>
<td>Contemporary Art</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 219</td>
<td>Art &amp; Digital Technology I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 236</td>
<td>Digital Photography I</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ART 319</td>
<td>Art &amp; Digital Technology II</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Computer Science</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>CS 128</td>
<td>Programming &amp; Problem Solving</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td></td>
<td>CS 355</td>
<td>Computer Game Design</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Music &amp; Theatre</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>MUS 372</td>
<td>Making Music with Computers</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>MUS 472</td>
<td>Music Composition/Technology</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td></td>
<td>THEA 372</td>
<td>Intermediate Costume Design</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Co-curricular activity

You’ll complete one of the following co-curricular activities:

- Serve as a member of a web-focused applied group. (One term.)
- 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. (Fifteen to 30 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.)
- Participate as part of a campus musical group, publication, production, or arts group in a capacity that incorporates the use of technology. (One term.)
- Arrange for a series of visits with a local school to expose students to ideas in the digital arts. (Three visits, plus time spent planning coordinating with teachers and administrators.)
- 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. (Ten to 30+ 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 _____________