

## 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

# Equestrian Management

Use this form to declare a minor in [Equestrian Management](#).

## Minor/Applied Minor Declaration Form

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

To earn a minor in equestrian management, you must take the following courses:

Complete all of the following management & leadership training courses:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> AWPE 109	Introduction to Equine Studies	2	
<input type="checkbox"/> AWPE 209	Leadership & Barn Management	2	
<input type="checkbox"/> AWPE 242	Aid and Care of Injuries	2	

Complete any of the instructor program courses a total of three times:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> AWPE 308	Stables Instructor Program	1	
<input type="checkbox"/> AWPE 309	Riding Assistants Course II	1	

Complete one of the following culminating experiences:

- Serve on barn staff for two semesters
  - Taken as AWPE 409
- Instruct AWPE 109 & 209 for four semesters
  - Taken as AWPE 308 or 309
- Complete an applicable internship or research experience approved by barn staff & the program convener

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> AWPE 308 or 309		1	
<input type="checkbox"/>	Complete an applicable internship or research experience approved by barn staff & the program convener		

Complete two of the following curricular electives:

Course Code	Course Title	Credit Hours	Semester
<input type="checkbox"/> ESHS 342	Kinesiology	3	
<input type="checkbox"/> BIOL 346	Vertebrate Zoology	4	
<input type="checkbox"/> BIOL 357	Animal Behavior	4	
<input type="checkbox"/> ECON 103	Introduction to Microeconomics	3	

<input type="checkbox"/>	ENSU 210	Outdoor and Environmental Education	1
<input type="checkbox"/>	MGMT 200	Financial Accounting	3
<input type="checkbox"/>	MGMT 211	Leadership: Theory and Practice	3
<input type="checkbox"/>	MGMT 260	Contemporary Sports Management	3
<input type="checkbox"/>	MGMT 312	Leadership & Change	
<input type="checkbox"/>	MGMT 342	Leadership and Dealing with Differences	3
<input type="checkbox"/>	MGMT 368	Business Communication	3
<input type="checkbox"/>	PAGS 343	Conflict Resolution	3
<input type="checkbox"/>	PSYC 358	Human-Animal Interactions	3
<input type="checkbox"/>	PSYC 372	Psychology of Sport	3

Other courses may fulfill this requirement with the approval of the program convener and Barn Staff.

**Please note:** *Completing the minor requires co-op membership during the required courses. To join the co-op, register for AWPE 109 Introduction to Equine Studies.*

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 \_\_\_\_\_