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
Politics

Use this form to declare a major or a minor in Politics.

Declaration/Change of Major

To earn a Bachelor of Arts in Politics, you must complete the following courses, in addition to general education requirements.

A required minimum of 11 courses in politics that must include the following:

Two introductory courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ POLS 111</td>
<td>Intro to Comparative Politics &amp; International Relations</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>□ POLS 121</td>
<td>Introduction to American Politics and Policy</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

One of the following quantitative courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ ECON 101</td>
<td>Introduction To Macroeconomics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>□ ECON 103</td>
<td>Introduction to Microeconomics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>□ MATH 120</td>
<td>Elementary Statistics</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>□ POLS 329</td>
<td>Social Science Research Method</td>
<td>3</td>
<td></td>
</tr>
<tr>
<td>□ POLS 339</td>
<td>Approaching Political Puzzles</td>
<td>3</td>
<td></td>
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</table>

The capstone course:

<table>
<thead>
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<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ POLS 488</td>
<td>Senior Seminar</td>
<td>3</td>
<td></td>
</tr>
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<td>Senior Seminar</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

You must also have the following:

- One course in each of the four major subfields
- Four courses that meet the four designations of the A.R.T.S. Skill Themes
  - A significant co- or extra-curricular activity
You are expected to achieve both depth and breadth of knowledge in the field and are strongly encouraged to have a public service internship and/or international study experience.

We also encourage you to take courses in related social sciences, including history, economics, sociology/anthropology and psychology.

**Minor/Applied Minor Declaration Form**

Declared Major(s) ____________________________________________

To earn a minor in politics, you must complete a minimum of six courses that includes:

Two introductory courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
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<tr>
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<td>Intro to Comparative Politics &amp; International Relations</td>
<td>3</td>
<td></td>
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<tr>
<td>POLS 121</td>
<td>Introduction to American Politics and Policy</td>
<td>3</td>
<td></td>
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</tbody>
</table>

Additional Requirements

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Four courses that meet the four designations of the A.R.T.S. Skill Themes</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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 _____________

Updated 08/23
Registrar’s Office
Earlham College Catalog