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
Spanish and Hispanic Studies

Use this form to declare a major or a minor in Spanish and Hispanic Studies.

Declaration/Change of Major

To earn a Bachelor of Arts in Spanish and Hispanic Studies, you must complete the following courses, in addition to general education requirements:

You will design your courses according to personal interests and goals and in consultation with Spanish and Hispanic studies faculty and your individual major adviser.

Spanish and Hispanic studies majors are required to complete a minimum of 32 hours at the 300-level or above including:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ SPAN 301</td>
<td>Advanced Spanish: Conv &amp; Comp</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Three courses at the 400-level, two of these courses must be taken on campus and one must be from the following list:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ SPAN 416</td>
<td>Topics in Cultural Studies</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>□ SPAN 418</td>
<td>Film, History &amp; Fiction</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>□ SPAN 425</td>
<td>Blackness in the Americas</td>
<td>4</td>
<td></td>
</tr>
<tr>
<td>□ SPAN 426</td>
<td>Topics in Literature &amp; Text Anal</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

• A language proficiency examination (generally taken for the first time during the Spring semester of your junior year).
• Complete a semester-long off-campus program in a Spanish-speaking region of the world. (Up to 10 credit hours from an approved off-campus program may be applied to the major).

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credit Hours</th>
<th>Semester</th>
</tr>
</thead>
<tbody>
<tr>
<td>□ SPAN 488</td>
<td>Senior Seminar</td>
<td>4</td>
<td></td>
</tr>
</tbody>
</table>

The design of the major may include two courses taken outside of the Department of Spanish and Hispanic Studies that complement your course of study.

Minor/Applied Minor Declaration Form

Declared Major(s) ____________________________________________
To earn a minor in Spanish and Hispanic studies, you must complete the following courses:

20 hours of coursework at the 300-level or above including:

<table>
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<th>Semester</th>
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<td>□ SPAN 301</td>
<td>Advanced Spanish:Conver &amp; Comp</td>
<td>3</td>
<td></td>
</tr>
</tbody>
</table>

Two courses at the 400-level

A language proficiency examination (generally taken for the first time during the Spring semester of your junior year)

With few exceptions, minors also participate on a semester-long off-campus program in a Spanish-speaking country for which up to six credit hours are awarded toward the 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 ____________