



College of Business Administration  
 Undergraduate Business Advising Center  
 Tahoe Hall Room 1030  
 (916) 278-6771

**Application Deadline:**  
 Fall Semester Due by March 1  
 Spring Semester Due by October 1

UBAC Use Only  
 BPR \_\_\_\_\_  
 Initial \_\_\_\_\_

### CHANGE OF MAJOR REQUEST

Check one:  Change of Major  Change of Concentration  Additional Concentration

**Admission Criteria:**

**Pre-Major:** students must be in good standing\* according to university standards.

**Major:** students must be in good standing\* according to university standards, have junior standing (60+ units) plus have completed or be currently enrolled in MIS 1, 2 & 3, and the lower division (pre-major) requirements.

\*Good standing is identified as a student having a 2.0 or higher grade point average (gpa) for 1) the current semest gpa, 2) the CSUS cumulative gpa and 3) the cumulative overall gpa (CSUS and other colleges)

Complete and return this request to the Undergraduate Business Advising Center (Tahoe 1030) in the College of Business Administration. Unofficial copies of all college-level, non-CSUS coursework must accompany this petition. Your request will not be processed without this information.

**INCOMPLETE FORMS WILL BE RETURNED TO THE STUDENT HIGHLIGHTING INFORMATION NECESSARY.**

Name \_\_\_\_\_ SID \_\_\_\_\_  
Last First MI

E-Mail \_\_\_\_\_ Day Phone (\_\_\_\_) \_\_\_\_\_

What is your current major? \_\_\_\_\_

What is your class level?  Freshman  Sophomore  Junior  Senior  Second Bachelors

List all colleges or universities attended \_\_\_\_\_

Check either Pre- and write in proposed concentration if lower division work is not completed **OR** check the requested concentration if lower division work is completed or in progress.

<input type="checkbox"/> Pre-_____ (write in concentration abbreviation)	<input type="checkbox"/> (IBUS) International Business
<input type="checkbox"/> (ACCT) Accountancy	<input type="checkbox"/> (MIS) Management Information Systems
<input type="checkbox"/> (AIS) Accounting Information Systems	<input type="checkbox"/> (MKTG) Marketing
<input type="checkbox"/> (FIN) Finance	<input type="checkbox"/> (OM) Operations Management
<input type="checkbox"/> (GMGT) General Management	<input type="checkbox"/> (RELU) Real Estate and Land Use Affairs
<input type="checkbox"/> (ENTR) Entrepreneurship	<input type="checkbox"/> (RMGT) Risk Management and Insurance
<input type="checkbox"/> (HRES) Human Resources Management	

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

**For Office Use Only**

UBAC Comments/Conditions: \_\_\_\_\_

Change Approved \_\_\_\_\_ Semester Effective  
 Request Denied

Evaluated by: \_\_\_\_\_ Date \_\_\_\_\_  
 Undergraduate Business Advising Center (UBAC)

Last Name

First Name

M.I.