CHANGE OF MAJOR FORM

To change your major, your home campus MUST be Kapiʻolani Community College. This form is to be used to change or add any non-selective admissions program as a major. Your new major is effective the next term once the current semester begins. Submit your completed form to the Kekaulike Center – Admissions, Records, Graduation & Financial Office in ‘Ilima 102.

Name: ___________________________________________________ UH ID/Username: ___________________
Print Clearly.

I would like to (choose one): ☐ CHANGE MY MAJOR ☐ ADD SECOND MAJOR

Major: __________________________________________________________________________________________

Concentration: __________________________________________________________
Note: Concentrations are required for Culinary Arts, Hospitality and Tourism, Liberal Arts (if applicable), and Natural Sciences majors.

Credential (check one): ☐ AA – Associate in Arts ☐ AS – Associate in Science
☐ CA – Certificate in Achievement ☐ CO – Certificate of Competence
☐ ASC – Academic Subject Certificate ☐ APC – Advanced Professional Certificate

Please read (choose one, if applicable):

☐ I am changing from a Health Education major (Nursing, Medical Assisting, etc.). Please see your Program Advisor or the Health Science Department Chair.
Program Advisor/Dept. Chair Signature ______________________________________________ Date ______________

☐ I am an International Student currently on an F-1 Visa. Submit this completed form, along with your I-20 Form to HIC in ‘Iliahi 107. An HIC staff member MUST sign this form before the Kekaulike Center can process it.
HIC Staff Signature _______________________ Date ______________

☐ I have applied for or receiving Financial Aid and/or Veterans Benefits. There may be consequences to your FA and/or VA benefits eligibility. It is recommended that you discuss changing/adding a major with a FA Specialist or VA Counselor. (Note: I understand that if I am a FA student, that my new major will not be updated until the start of the next semester [i.e. it will not be updated in the middle of the semester].)

Student Signature: ______________________________________________________________ Date: ______________

Office Use Only: Effective Term ___________________ Completed By/Date _______________ SEVIS (HIC) Input By/Date ___________________
Student Type ☐ Continuing ☐ Returning ☐ First Time New/Transfer ☐ FA Student ☐ VA Student

Rev. November 4, 2020