



## Declaration/Change of Plan (Major)

### Instructions for change of plan:

1. Take this form to the departmental advisor, dean's office or advising center of the college offering your new plan. Obtain the appropriate signature approving acceptance to the new plan.

2. Submit the completed form to the Office of Admissions & Records, second floor, Student Services Building.

**Catalog Year:** Students who change their plan may graduate under the catalog of the year of the latest change of plan, **OR** the catalog of the year of graduation. Whichever catalog is used to complete requirements, it cannot be more than ten (10) years old. (Refer to the University of Nevada, Reno General Catalog for additional information, if needed.)

**Change/Add:** If you are requesting a degree program for which you do not qualify your request will not be processed. If you have previously earned a degree, you cannot earn a second degree with the same title from the same college.

**Remove:** You do not need the appropriate signature to request the removal of a plan.

Name

NSHE ID

Signature

Date

*Student Athlete:*

☐

Yes

**Check one action:**

☐

Change

☐

Add

☐

Remove

Plan Requested

Catalog Year

Subplan, if applicable

New Academic Advisor (if applicable)

Dept. Advisor, Dean's Office,  
or Advising Center Signature

Date

**For Office Use Only**

☐

Approved

Evaluator

☐

Denied

Date