

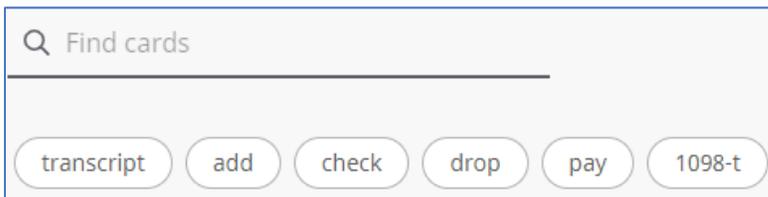
Changing Major/Minor

Log on to OneTech.

Locate the “Major Change” card and select “Changing Your Major” to open the Change of Major/Minor form.

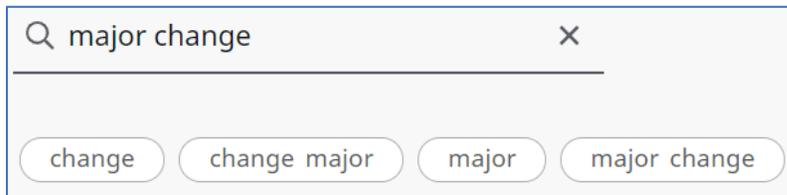
***If you cannot find the “Major Change” card:**

1. Click the menu icon  in the upper-left-hand corner of the page next to the ATU logo.
2. Click Discover.
3. At the top of the page is a search field where you can search for cards or choose from a list of key words to narrow the results.



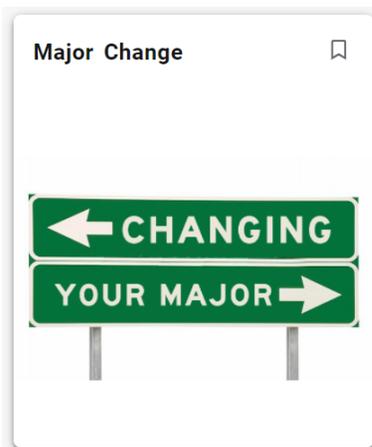
A search bar with the placeholder text "Find cards" and a magnifying glass icon. Below the search bar, there are several rounded rectangular buttons with the following text: "transcript", "add", "check", "drop", "pay", and "1098-t".

4. Type “Major Change” in the search bar.



A search bar with the text "major change" and a magnifying glass icon. To the right of the text is a small "x" icon. Below the search bar, there are several rounded rectangular buttons with the following text: "change", "change major", "major", and "major change".

Select the “Changing your Major” card to open the Change of Major/Minor form.



The Major Change form will open in a new tab. Fill out the form.

MAJOR CHANGE



Be sure to list ALL majors and minors you wish to have on your account (this includes your current major if you are requesting to add a minor or secondary major to your degree).

Student ID Number*

Date*

Name Enrolled Under*

(First, Last, MI)

Phone Number*

(123) 456-7890

E-Mail Address*

Primary Major (This is the major that you wish to change to)*

Please Select



Click the green SUBMIT button at the bottom of the form.

Reason for major change*

Do you receive veteran's benefits?*

Please Select



Do you participate in athletics?*

Please Select



Have you applied for graduation?*

Please Select



Are you changing from a Bachelor's Degree to an Associate's Degree?*

Please Select



SUBMIT

CLEAR

Your request has been submitted to the Registrar's Office. You will receive notification once the request has been processed.

Contact the Office of the Registrar during business hours if you have any problems during the process.

We are available Monday – Friday

8 a.m. to 5 p.m.

(479) 968-0272

registrar@atu.edu