



**Registrar's Office**  
 500 Ala Moana Blvd Suite 5A  
 Honolulu, HI 96813  
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 Toll-free: 1-866-CALL-HPU  
 Email: registrar@hpu.edu  
 Fax: (808) 544-1168

## Change of Program/Major/Concentration/Minor

<b>Registrar Office Use Only</b>		Processed by: _____	Date: _____
SHAGAPP _____	SHADEGR _____	SFAREGS _____	SGAADVR _____
On Campus: _____	Online: _____	SOAHOLD: _____	

Students who are interested in changing their major, concentration, catalog year, or adding/removing a second major, minor, or concentration must first consult with their Advisor. Advisor signature is required for processing. International students are required to consult with the Office of International Students and Scholars (OISS) to ensure changes do not jeopardize their F-1 or J-1 status. OISS signature is required for processing.

- **Please note:** This form is not intended for changing a student's level (i.e. Associates to a Bachelor's or Bachelor's to Master's) or adding a pathway that is not offered under the student's eligible catalog.
- **Notice to Graduate Students:** Graduate students wishing to pursue a new graduate program or certificate (outside of the college/department they were admitted into) must re-apply and be admitted to the program/certificate. For assistance, please contact Graduate Admissions.
- **Notice to Athletes:** Student Athletes should verify that any changes do not violate NCAA compliance. For assistance, please contact the Athletics Department

### Section I: Student Information

Student ID Number	Last Name/Family Name	Given/First Name	Middle Initial
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Are you an international student? **If yes, OISS signature is required. F1 students should be aware that not every major/program at HPU is SEVIS approved. Consult OISS before making any program changes:	
Yes	No
OISS signature	

### Section II: Changes/Updates (To be completed with advisor)

<b>Update Catalog Term (No action needed if you plan to stay in your current catalog term):</b> You may choose to remain in your current catalog term if the major that you are declaring was in effect at the time, or you can opt to move to a later catalog term. If the major that you are declaring was not published in the catalog that you are currently in, then you will be automatically moved to the most recently published catalog and you will be required to follow the general education, major requirements, and policies outlined in that catalog. If left blank, then you will be kept in your current catalog term. If you decide to move your catalog term forward then you will not be able to move back to your old catalog term.	
Current Catalog Term:	Requested Catalog Term:

Please select an option from the drop down menu or you may type in your selection:

Current Primary Program (Before Change):	Requested Primary Program (After Change):
Remove Second Major/Concentration:	Add Second Major/Concentration:
Remove Minor(s):	Add Minor(s) *Minor requirements will follow most recent catalog:

### Change in Advisor (Complete only if applicable):

Current Advisor:	New Advisor:
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I hereby request the following change(s) in curriculum. I understand I will be subject to all requirements and enrollment restrictions of the college/or department in which the proposed new program is located, that my graduation may be delayed as a result of changing or adding new curriculum, and I may become ineligible for credit hours which cannot be used toward the new degree plan.

\_\_\_\_\_  
 Student Signature

\_\_\_\_\_  
 Date (MM/DD/YYYY)

\_\_\_\_\_  
 Print Advisor Name

\_\_\_\_\_  
 Advisor Signature

\_\_\_\_\_  
 Date (MM/DD/YYYY)