



## University Policy Statement

### UPS 300.024

## Majors and Minors: Declaration, Change, and Concurrent Degree Requirements

### I. DECLARING A MAJOR

Every undergraduate student shall declare a major no later than the completion of 60 units of coursework at CSUF. Students are strongly encouraged to identify a potential major by the completion of 30 units at CSUF. Transfer students shall have declared a major prior to acceptance.

### II. CHANGING MAJORS

A student who wishes to change majors must obtain the approval of the department chair or program coordinator of the new major. In determining whether to grant the request the department chair or program coordinator may consider:

1. The student's personal career and educational goals.
2. The number of units the student has completed at the time of the request.
3. The number of additional units required to complete the new major.

### III. ADDITIONAL MAJORS

Students may complete concurrently the requirements for two or more majors leading to either the same baccalaureate degree (B.S., B.A., B.M., or B.F.A.) or two different baccalaureate degrees. One diploma will be issued reflecting the majors and baccalaureate programs (see CSU Executive Order 971).

Students shall not complete a Bachelor of Arts and a Bachelor of Science degree in the same degree program.

A student who wishes to declare an additional major must obtain the approval of the department chair or program coordinator of the additional major. In determining whether to grant the request the department chair or program coordinator may consider:

1. The student's personal career and educational goals.
2. The degree of content overlap between the current major and the additional major.
3. The number of units the student has currently completed.
4. The number of additional units required to complete the additional major.
5. The student's academic standing.

#### **IV. CONCURRENT DEGREE REQUIREMENTS**

Students seeking to earn multiple different bachelor's degrees concurrently must complete all the requirements for all degrees. General Education is an independent shared curriculum across all Bachelor's degree programs. Students seeking concurrent degrees need only complete the General Education requirements for any one of the majors. This does not allow for the removal of prerequisites that may also be considered General Education.

#### **V. DECLARING A MINOR**

A student who wishes to declare a minor must obtain the approval of the department chair or program coordinator of the minor. In determining whether to grant the request the department chair or program coordinator may consider:

1. The student's personal career and educational goals.
2. The degree of content overlap between the student's major(s) and the minor.
3. The number of units the students has currently completed.
4. The number of additional units required to complete the minor.
5. The student's academic standing.

#### **VI. CHANGING MINORS**

A student who wishes to change minors must obtain the approval of the department chair or program coordinator of the new minor. In determining whether to grant the request the department chair or program coordinator may consider:

1. The student's personal career and educational goals.
2. The degree of content overlap between the student's major(s) and the minor.
3. The number of units the student has currently completed.
4. The number of additional units required to complete the new minor.

#### **VII. APPEALS**

Should a student disagree with a decision of the chair or program coordinator on any of the above, he or she may appeal to the University Petitions Committee, which will make the final determination.

Source: University Curriculum Committee

**EFFECTIVE DATE: January 30, 2024**

Supersedes: UPS 300.024 dated 2-11-22  
and ASD 21-133