



Declaration of Program Form

Complete this form to declare, add, remove or change an academic program. Please print clearly.

Student Information

First Name	Last Name
Student ID	Bluffton Email
Expected Graduation Term ☐ May ☐ August ☐ December	Expected Graduation Year
Current Academic Advisor	Date

Program Change

Add ☐ Major: _____ ☐ Minor: _____ ☐ Concentration: _____ ☐ Licensure: _____	Remove ☐ Major: _____ ☐ Minor: _____ ☐ Concentration: _____ ☐ Licensure: _____	Change ☐ Major: _____ ☐ Minor: _____ ☐ Concentration: _____ ☐ Licensure: _____
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Additional Program (optional)

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Approvals

Student Signature	Date
Department Chair Signature	Date
New Advisor Signature	Date
Financial Aid Signature	Date

Registrar Office *USE ONLY*

Effective Term: _____

Processed by: _____

Date Processed: _____



Declaration of Program Form

Form Filing Instructions:

If you are interested in changing, adding or removing a major, minor or licensure, please follow these steps:

1. Download the Declaration of Program form and complete the student information.
2. Set a meeting with your new department chair to start the process.
3. You'll then be assigned a new academic advisor who will work with you to set up a new course schedule and plan of study.
4. After you have a new schedule, email the form to finaid@bluffton.edu so the Financial Aid Office can review your scholarships and grants and discuss with you any changes you may see.
5. After Financial Aid signs off on your form, they will email it to Registrar@bluffton.edu for final processing. If you have any questions, you can contact Registrar@bluffton.edu for assistance.

Who is my new department chair?

Business	Jonathan Andreas, Ph.D.
Communication and fine arts	Melissa Friesen, Ph.D.
Education	Cherie Hocanson, Ph.D.
Health, fitness and sports science	Amanda Beard, M.S.
Health sciences, natural sciences and mathematics	Angie Montel, Ph.D.
Humanities	Lamar Nisly, Ph.D.
Social sciences and social work	Walt Paquin, Ph.D.