



Office of the Registrar

UNDERGRADUATE DECLARATION/CHANGE OF PROGRAM

Please submit your completed change of program form in person, by fax, or by mail to:

Office of the Registrar, Chicago:
425 S. Wabash Ave., 1M14 Chicago, IL 60605
Phone: (312) 341-3535, Fax: (312) 341-3660
Email: registrar@roosevelt.edu

Office of the Registrar, Schaumburg:
1400 N. Roosevelt Blvd., Schaumburg, IL 60173, Rm. 125
Phone: (847) 619-7950 Fax: (847) 619-7922
Email: registrar@roosevelt.edu

IMPORTANT NOTE: Changes are effective as follows: Fall – Change Requested Prior to August 1; Spring – Change Requested Prior to January 1; Summer – Change Requested Prior to May 1. **All requests submitted after these dates will be effective the following term.** Please be aware that program changes may impact financial aid and/or your graduation requirements.

(PRINT AND COMPLETE ALL INFORMATION)

Date: _____ TERM REQUESTED: _____ Year: _____
(See IMPORTANT NOTE above.)
NAME: _____ STUDENT ID: _____
Last First

PHONE: (____) _____ EMAIL: _____

Are you registered for this term? Yes No Have you applied for graduation for this term? Yes No

My Home Campus is : Chicago Schaumburg

New Program as listed in Degree Works (required)	
Major(s)	_____
Minor(s)	_____
Concentration(s)	_____
College	_____
Degree	_____

Note: General requirements vary greatly among the Colleges. Consult the catalog or see your Academic Advisor.

Student's signature

Date

_____ Advisor's name (Print)	_____ Advisor's signature	_____ Campus phone	_____ Date
_____ Catalog Year (Completed by Advisor)	Will the academic advisor change? <input type="checkbox"/> Yes <input type="checkbox"/> No		
_____ Received by Registrar's Office	_____ Date		

Degree Options Available at RU:

BA Bachelor of Arts
BACJ Bachelor of Arts in Criminal Justice
BAE Bachelor of Arts in Education
BFA Bachelor of Fine Arts
BM Bachelor of Music
BMA Bachelor of Musical Arts
BPS Bachelor of Professional Studies
BS Bachelor of Science
BB Bachelor of Science in Business Admin
BSHTM Bachelor of Science in Hospitality & Tourism Management
BAOC Bachelor of Arts in Organizational Communication
BAOL Bachelor of Arts in Organizational Leadership
BAIS Bachelor of Arts in Interdisciplinary Studies
BAPL Bachelor of Arts in Paralegal Studies
BASS Bachelor of Arts in Sustainability Studies
BACJ Bachelor of Arts in Criminal Justice
BAPL Bachelor of Arts in Paralegal Studies
BASMI Bachelor of Arts in Strategic Management and Innovation

****Concentration Options Available at RU:**

BA/BS Math: Statistics
English: Creative Writing
Hospitality Management: Hotel/Lodging Management, Restaurant/Foodservice Management, Meeting/Event Management, Tourism Administration, or Sports Hospitality
Integrated Communications: Advertising, Advertising Creative, or Public Relations
Psychology: Child and Family Studies, Neuroscience, Mental Health, or Forensic Psychology
Social Justice Studies: Housing, Neighborhoods and Community, or Movements for Social Change