

DECLARING AND CHANGING A MAJOR POLICY

Introduction

1. When applying for admission, students indicate an area of interest for study by choosing one of the undergraduate degree programmes offered at the University and will be registered in that major upon entry.
2. Students not declaring a major when they apply will be categorized as undeclared majors.

General Principles

3. Students are required to declare a major on completion of 56 US /224 UK credits.
4. Students may change major at any point.
 - a This may impact upon their time-to completion.
 - b Students must discuss plans to change major with their academic advisor so that any alteration to their progression can be explored.
 - c Visa-sponsored students must discuss plans to change major with the UKVI Compliance team. A change of Major will be reported to UKVI, and a delayed time-to completion may require application for a new student visa.
5. Students will follow the major requirements in effect at the time of their admission to the University. Exceptions may only be granted by Registry Services, with the agreement of the Head of School or Department.

VERSION MANAGEMENT

Responsible Department: Registry Services			
Approving body: Academic Board			
Edition no.	Key Changes	Date of approval	Date of effect
001		24 July 2018	28 August 2018
002	Removed top-up reference and updated job titles	August 2022	September 2022
003	Visa consequences added	June 2024	September 2024
004	Editorial updates to provide clarity. Reduced major declaration from 60 credits to 56, in line with completion of Year Two.	June 2025	September 2025
		Restricted access? <i>Tick as appropriate</i> ☐ Yes ☒ No	