

Declaration of Major Form

Declaration of major can be made **once** per semester. Changing majors or adding a second major risks loss of financial aid or delayed graduation. To graduate, students must complete all degree requirements, earning at least a 2.0 GPA overall; as well as in their major(s). Students who complete a double major will receive one degree that includes both majors.

I have...

- Less than 45 earned credits**

 45 or more earned credits*

Students with 45 or more Earned Credits*: Students who change their major or add a second major after they have earned 45 credits must request authorization for the major change/addition. Students must consult with a general academic/program advisor, and should consult with a major advisor to develop an academic plan that will enable them to graduate on time. For online advisement & approval, contact the Academic Advisement Center at 646.557.4872 or academicadvising@jjay.cuny.edu

Declaring a Second Major*: Majors involving 45+ credits require approval from the Office of Undergraduate Studies. No more than two courses may be shared by both majors. Students who complete the requirements for two majors will receive one diploma/degree with the first degree earned (B.S. or B.A.). Both majors will be listed on the official transcript. For approval from the Office of Undergraduate Studies email undergrad@jjay.cuny.edu

Declaring a Science Major*: Students who wish to declare any Science major must receive approval from the Department of Sciences. For advisement & approval, contact Shu-Yuan (Demi) Cheng, Associate Professor in Toxicology Chair, Department of Sciences via email at shcheng@jjay.cuny.edu *Not Applicable to Computer Science.

Please Note: Approval must be acquired prior to submitting to Jay Express Services. Send form, along with email approval from applicable departments to: jayexpress@jjay.cuny.edu **Requests received without approval prior to submission will not be processed.**

TO BE COMPLETED BY STUDENT

First Name: _____ Last Name: _____

CUNYfirst ID: _____ Email: _____ I am a Macaulay Honors student.

Select One:

Change my major*
 Add or Change Certificate*
 Add 2nd Major*

**Approval required for Science majors and/or students with 45+ earned credits.*

Change Concentration
 I am a double major. Remove the major indicated on the back only.
 Remove Certificate

Have you applied/will be applying for graduation this semester? YES NO

The applicant affirms that the information here is true and accurate.
 By checking the box, you are providing your electronic signature to approve changes to your academic record.

Student Initials: _____ Date: _____

GENERAL ACADEMIC/PROGRAM ADVISOR APPROVAL		
<i>Approval required for students with 45+ earned credits when changing or adding a major</i>		
Name:	Signature:	Date:
SCIENCE DEPARTMENT APPROVAL		
<i>Science Department approval required for science majors. *Not Applicable to Computer Science/Fire Science.</i>		
Name:	Signature:	Date:
UNDERGRADUATE STUDIES APPROVAL FOR DOUBLE MAJORING		
<i>Signature required if at least one major requires 45+ credits. 45+ credit majors indicated with the * symbol on page 2</i>		
Name:	Signature:	Date:

Please check the major and/or certificate program you wish to declare or remove.

*** Indicates additional approval (s) required.**

Majors indicated with * require permission from the Dean of Undergraduate Studies if it is being added as a **second** major. *Applied Mathematics, Cell and Molecular Biology, Computer Science, Forensic Science, Fraud Examination and Financial Forensics, Human Services and Community Justice, International Criminal Justice, and Toxicology*

Bachelor of Arts (B.A.) Majors

- Anthropology
- Criminal Justice (Crime Control and Prevention)
- Criminology
- Deviance, Crime and Culture (formerly Culture & Deviance Studies)
- English
- Forensic Psychology
- Gender Studies
- Global History
- Humanities and Justice
- International Criminal Justice (45+ cr. required)*
- Latin American and Latinx Studies
- Law and Society
- Philosophy
- Political Science
- Sociology
- Spanish – A. Interpretation and Translation
See Modern Languages Department for advisement.
- Spanish –B. Spanish and Latin American Literatures and Cultures
See Modern Languages Department for advisement.
- Other: _____

Bachelor of Science (B.S.) Majors

- Applied Mathematics: Data Science (51+ cr. required)*
- Applied Mathematics: Cryptography (51+ cr. required)*
- Cell and Molecular Biology (69+ cr. required)*
Science Department permission required.
- Computer Science and Information Security (57+ cr. required)*
- Criminal Justice – Institutional Theory and Practice (45+ cr. required)*
- Criminal Justice Management
- Economics
- Emergency Services Administration – Fire Services
- Emergency Services Administration – Emergency Medical Services
- Emergency Services Administration – Emergency Management
- Fire Science
- Forensic Science – Criminalistics (70+ cr. required)*
Science Department permission required.
- Forensic Science – Molecular Biology (70+ cr. required)*
Science Department permission required.
- Forensic Science – Toxicology (70+ cr. required)*
Science Department permission required.
- Fraud Examination and Financial Forensics (54+ cr. required)*
- Human Services and Community Justice (45+ cr. required)*
- Police Studies – A. Supervision and Management
- Police Studies – B. Crime Analysis and Intelligence
- Police Studies – C. Investigative Science
- Public Administration
- Security Management
- Toxicology (66+ cr. required)*
Science Department permission required.
- Other: _____

Certificate Programs

- Dispute Resolution
- Forensic Accounting
- Legal Interpretation in Spanish
- Legal Translation in Spanish
- Legal Interpretation and Translation in Spanish
- Police Leadership