

**SMITH COLLEGE**  
**DECLARATION OF MAJOR *or* MINOR *or* CERTIFICATE *or* CONCENTRATION FORM**

Print Name: \_\_\_\_\_ Class: \_\_\_\_\_ ID #: \_\_\_\_\_  
 Smith E-Mail: \_\_\_\_\_ Phone: \_\_\_\_\_

When you decide on a major, minor, or a Five College Certificate Program, or a Concentration you must select an adviser with whom to discuss your course choices.

*Please note:*

- You must declare a major before the course registration period for junior year.
- You should plan to see your adviser prior to each advising period (at least twice a year).
- You must declare a major *before* submitting an application to any study abroad or exchange program (study abroad applications are due in early February).
- You must apply and be accepted into a Concentration before you can declare it.
- Junior transfers must declare a major before registration for their second Smith semester.
- An Ada Comstock Scholar declares the major before earning 64 credits.

<b>Name of Major:</b> _____	
**Engineering Majors-Please indicate BSE or BA degree (Circle One)**	
Major Adviser's Signature _____	Date: _____
Print Adviser's Name _____	
Liberal Arts Adviser's Signature _____	Date: _____
Print Liberal Arts Adviser's Name _____	
☞ Student's Signature _____	Date: _____

<b>Name of 2<sup>nd</sup> Major:</b> _____	
2 <sup>nd</sup> Major Adviser's Signature _____	Date: _____
Print Major Adviser's Name _____	
☞ Student's Signature _____	Date: _____

<b>Name of Minor or Certificate or Concentration:</b>	
<b>(please circle one)</b>	
Minor/Certificate/Concentration _____	
Adviser's Signature _____	Date: _____
Print Adviser's Name _____	
☞ Student's Signature _____	Date: _____

**MAKE SURE TO INCLUDE ALL REQUIRED SIGNATURES**  
**PLEASE RETURN A COMPLETED FORM TO THE REGISTRAR'S OFFICE, COLLEGE HALL 102**  
 Your major, or minor, or certificate, or concentration will be listed on Banner Web

## CONSIDERATIONS FOR CHOOSING A MAJOR

You need declare only one major. You may, if you wish, declare two majors or combine a major with either a minor or a certificate. Smith College recognizes only two purely academic programs on the transcript (2 majors or 1 major + a minor or a certificate). Smith will also recognize one Smith concentration on your transcript.

## HOW DO I CHOOSE A MAJOR ADVISER?

Most students choose an adviser from among the professors whose classes they have taken. If you are not sure whom to choose you may either speak to your dean or with the chair of the department in which you would like to major.

## HOW DO I DECLARE MY MAJOR?

You need to fill out the Declaration of the Major or Minor or Certificate or Concentration form and obtain the signatures of your Liberal Arts Adviser and your new major/minor/certificate or concentration adviser. Return the form to the Registrar's Office, College Hall 102. *Your new major/minor etc. cannot be recorded if any signatures are missing.*

## WHEN DO I DECLARE MY MAJOR?

You should declare a major *at the latest* by the registration period before the first semester of your Junior year. However, sophomores wishing to study abroad must declare their majors before applying to study abroad as you cannot create a Plan of Study for study abroad without knowing the requirements for your major.

## CHANGING MAJORS

You can change your major by filing a Drop or Change Major or Minor or Certificate or Concentration or Change Adviser Form with your new adviser's signature with the Registrar's Office, College Hall 102. Ask your former adviser to forward your advising file to your new adviser.

## DOUBLE MAJORING, ADDING MINORS/CERTIFICATES/CONCENTRATIONS

You may add a second major or a minor/certificate/concentration at any time after you declare your first major but no later than the end of the **first** semester of your senior year (assuming, of course, that you have fulfilled or can fulfill the requirements!). No minor or second major may be in the same department or program as the first major.

## WHAT COUNTS OUTSIDE THE MAJOR IF I DOUBLE MAJOR?

- Any course outside *the department of one major* counts as outside the major.
- ARS and ARH courses are counted in the same department.
- Courses that are in your department count as such even if they are *not* required to satisfy major requirements. A GOV course you take to satisfy your EAS *minor* is still counted as a GOV course for the purposes of counting credit outside the *major*.
- If you have questions consult either the Registrar or your class dean.

## MAY I COUNT THE SAME COURSES IN MY MAJOR, MINOR, AND CONCENTRATION?

No more than two courses may be counted towards both a major and a minor. Normally, only three courses from any one major may count toward both the student's major and the concentration.