A. Approval Form for Concentrations and Minors

Declaring ___ B.A. or ___ B.S. CONCENTRATION
    ___ Arts and Sciences (see reverse)
    ___ Engineering & Applied Sciences (see reverse)
Declaring ___ MINOR (see reverse)

Field of Concentration or Minor:


Course No. Course Title


Student’s faculty adviser is ____________________________

Signature of authorized faculty member ____________________________

(For major/minor in African/African-Amer. Studies, Russian Studies, & Women’s Studies and for minor in Legal Studies and Philosophy, please indicate division: ____________________________)

B. Primary Writing Requirement

Completed CAS 105 with ≥ C in __________ semester.
Will take CAS 105 in __________ semester.
Other ________________________________________________________________________

C. Rochester Curriculum Registration

Students are expected to pursue substantive and integrated study in each of the three divisions. All students need to complete at least one major in one of the three divisions and one Cluster in each of the other two, each with an average grade of C or better. (See reverse for additional information.)

___ I am a transfer student; this form reflects my circumstances.

Include at least one entry for each division. For revisions, indicate changes clearly and note “no change” where there are none.

Division of Humanities
Major(s) ____________________________________________
or Minor(s)
or Cluster Title ________________________________
and Cluster Number ____________________________

Division of Social Sciences
Major(s) ____________________________________________
or Minor(s)
or Cluster Title ________________________________
and Cluster Number ____________________________

Division of Natural Sciences, Mathematics and Engineering
Major(s) ____________________________________________
or Minor(s)
or Cluster Title ________________________________
and Cluster Number ____________________________

Changes in your Rochester Curriculum Registration do not need faculty approval, but must be submitted on a revised Registration form to Lattimore 312.
How to Apply for Acceptance into a Major or Minor

A. To declare a major in Arts and Sciences.

1. Take this form to the undergraduate adviser in the area of your interest. The names of faculty members who are authorized to approve concentrations (majors) are available in Lattimore 312. If you want to double major (i.e., major in two areas both of which lead to a B.A. degree), you will need to complete two separate forms. Each adviser should be aware of your plans and each should be asked to authorize the double major on the form. If you want to pursue a double degree program (i.e., major in two areas leading to a B.A. and a B.S., or some other combination of Bachelor’s degrees), you need to petition the Administrative Committee at the time you submit two separate major declaration forms.

2. After you have discussed your program with the adviser, and how you will fulfill the upper-level writing requirement, obtain her or his signature on the form and return it to the Academic Services Counter. You will be given one copy for your records, one copy will be sent to your department, and the original will be retained in your official file in Academic Support. (For some majors, final approval will be witheld pending a review of your proposal. You will be notified of the result, and will then be able to file this Approval Form.)

B. To declare a major in the School of Engineering and Applied Science.

Take this form to your faculty adviser. Complete a curriculum planning form that you will receive from him or her. Also complete your Rochester Curriculum Registration. Leave both forms with your adviser. When you are admitted into the concentration, you will be notified.

C. To declare a Minor.

1. You need first to be accepted into a major as outlined above. You need to be accepted into a minor no later than the end of your seventh semester.

2. Take this form to the adviser who is authorized to approve minors in your area of interest. The names are available at the Academic Services Counter outside Lattimore 312. Update your Rochester Curriculum Registration if needed. Secure the adviser’s signature and return the form to the Academic Services Counter. (If you are officially enrolled in Engineering or the Eastman School of Music, return the form to your Dean’s Office.) You will receive a copy for your records, a copy will be sent to your “minor” department, and a copy will remain in your official file in Academic Support.

Information about Rochester Curriculum Registration

- If you should add a major, change your minor, add a minor, or change the Cluster(s) you will fulfill, you will need to submit a revised Rochester Curriculum Registration.

- Students who complete one of the professionally accredited Engineering concentrations (BME, CHE, EE, ME) need to complete only one Cluster outside the area of the major.

- All faculty policies concerning Clusters are available on the Cluster Search Engine*. It is your responsibility to acquaint yourself with them.

- Every Cluster, including a brief description, its assigned number, and the precise requirements for its completion, appears in the Cluster Search Engine*. This data base is searchable by course, by division or department, and by concept.

- Nothing precludes a student from completing a minor or a second major in the division of the first major.

- No more than one course from a Cluster may be used toward a major or minor that is used to satisfy a divisional requirement.

- Only one distributional area may be satisfied by offerings from any single department or program.

- Students who wish to design their own interdepartmental clusters may receive further information and advice from the staff in Lattimore 206. Those who wish to modify an authorized Cluster may discuss options with the undergraduate adviser in the relevant department.

*http://www.rochester.edu/College/CCAS/clusters