

College of Ministry Major Change Form

Section A: Student Information

Last Name: _____ First Name: _____ NU Student ID: _____

Section B: Major Change Information

Current Major: _____ Change Major to: _____

Reason for Change: _____

Section C: Signature

By signing this worksheet, I certify that all the information reported on this worksheet is complete and correct. I also understand the following with regard to participation in the "Empowering the Future" 50% tuition discount:

- I must meet as soon as possible with the Dean of the College of Ministry (COM) to discuss my application.
- If the change of major is approved, I will be considered a provisional member of COM.
- I must formally apply to COM at the next earliest posted application date.
- Tuition discount eligibility will only be available at the beginning the next semester of my enrollment.
- Failure to apply and/or be accepted to COM will result in ineligibility for future COM tuition discount.
- Failure to maintain satisfactory academic progress will result in ineligibility for COM tuition discount.
- Failure to participate in retreats, seminars, etc. put on by COM will result in ineligibility for COM tuition discount.
- The tuition discount will continue until I earn 125 credits toward an NU COM degree according to the following guidelines:
 - This discount will apply to a maximum of 8 semesters (Fall/Spring only). The discount does not apply to Summer semester.
 - This discount only applies to Fall and Spring semesters where a student needs 12 or more credits to reach 125 credits. If a student needs less than 12 credits to reach 125 credits, this discount does not apply. Students should plan their courses carefully and utilize the Summer semester to ensure that they complete their degree within the number of semesters the discount is available.
 - All transfer credits that can apply toward the 125 credit degree requirement, must apply.
 - Students must, on average, earn at least 30 credits during every two semester period (excluding Summer). Students who fail to complete 30 credits must take Summer courses to make up the difference. The exception to this is first year students who are admitted on Success standing. These students take only 12 credits their first semester and may complete only 27 credits their first year. These students need to be aware of the number of credits they need complete their degree within the number of semesters the discount is available.
- If I change to a non-COM major I will no longer be eligible for the tuition discount; participation in a COM major will be confirmed via regular reaffirmations during advising meetings and satisfactory progress in the major curriculum.

Student Signature _____ Date _____ / _____ / _____

****This form must be signed and dated in order to be processed****