

College of Arts & Sciences



Degree Program, Major and/or Minor Update Request

Please submit the completed form to the Office of the Registrar

STEP 1: Please provide the following information:

Student Name: _____
Last First Middle

Student ID Number:

S	0	0	0				
---	---	---	---	--	--	--	--

Are you a Scholarship Student? ☐ YES ☐ NO

STEP 2: Select the nature of your update:

- ☐ Choose a new Degree Program or Major and delete my existing Degree Program or Major (**Option 1 & Step 4**)
- ☐ Add a second Degree Program (**Option 1 & Steps 3 & 5**) (*Second Degree requires the completion of 30 additional hours beyond the first degree*)
- ☐ Add a second Major (**Option 1 & Step 3**)
- ☐ Delete second major and keep the existing one (**Option 1 & Step 3**)
- ☐ Delete my second major and add a new one (**Option 1 & Step 3**)
- ☐ Choose a new Minor and delete my existing Minor (**Option 2 & Step 3**)
- ☐ Delete my existing Minor (**Step 3**)
- ☐ Update my Degree program or Major's Catalog Year (**Option 3 & Step 3**)

OPTION 1: Please select the new or additional Degree Program or Major:

- | | |
|---|--|
| <input type="checkbox"/> Bachelor of Arts in Communication and Media | <input type="checkbox"/> Bachelor of Engineering in Computer Engineering |
| <input type="checkbox"/> Bachelor of Arts in English | <input type="checkbox"/> Bachelor of Engineering in Electrical Engineering |
| <input type="checkbox"/> Bachelor of Arts in Graphic Design | <input type="checkbox"/> Bachelor of Science in Computer Science |
| <input type="checkbox"/> Bachelor of Arts in International Relations | <input type="checkbox"/> Bachelor of Science in Information Systems |
| <input type="checkbox"/> Bachelor of Arts in Social and Behavioral Sciences | |

OPTION 2: Please select the new Minor:

- | | | |
|--|--|---|
| <input type="checkbox"/> Arabic | <input type="checkbox"/> English | <input type="checkbox"/> Information Systems |
| <input type="checkbox"/> Business Administration | <input type="checkbox"/> Environmental Studies | <input type="checkbox"/> International Relations |
| <input type="checkbox"/> Communication and Media | <input type="checkbox"/> Graphic Design | <input type="checkbox"/> Mathematics |
| <input type="checkbox"/> Computer Science | <input type="checkbox"/> History | <input type="checkbox"/> Social and Behavioral Sciences |
| <input type="checkbox"/> Economics | <input type="checkbox"/> Human Resource Management | |

OPTION 3: Enter the new Catalog Year for your Degree Program/Major/Minor. *(Students with continuous enrollment have the option of fulfilling all the graduation requirements from the Catalog under which they entered the American University of Kuwait as an undergraduate student, or all the requirements from any subsequent Catalog)*

Catalog Year:

0		-	0	
---	--	---	---	--

STEP 3: If an existing Degree Program/Major/Minor is updated:

Student Signature Date

Advisor Signature & Date

STEP 4: If a new Degree Program/Major is selected:

AAC USE ONLY:

Transfer Student: ☐ YES ☐ NO

HS type: ☐ LIT ☐ SCI HS GPA: _____ AUK Cum. GPA: _____ Earned Hours: _____

Academic Advising Center Signature & Date _____

Department Chair Signature & Date

Faculty advisor assigned by Dept. Chair

Dean's Signature & Date

STEP 5: If a second degree is selected:

Student signature Date

AAC USE ONLY:

Transfer Student: ☐ YES ☐ NO

HS type: ☐ LIT ☐ SCI HS GPA: _____ AUK Cum. GPA: _____ Earned Hours: _____

Academic Advising Center Signature & Date _____

Department Chair Signature & Date

New faculty advisor assigned by Dept. Chair

Dean's Signature & Date

Note: The Office of the Registrar only accepts forms that are complete and reserves the right to return forms that are missing information required for processing.

Office of the Registrar

American University of Kuwait

☎ Tel: + (965) 2224 8399 ext. 3164

☎ Fax: + (965) 2571 5891

Last Modified: February 17, 2014

RO USE ONLY:

Processed by: _____
(Initials)

Date: _____