

Mills College – Academic Records Declaration of Major/Program Form

1. Fill out this form in consultation with your chosen major advisor(s). If your major has a concentration, please check the appropriate box under your major selection.
2. If you have transferred courses to Mills, you must provide your new major advisor a copy of your transfer credit report available via myMILLS. Your advisor will review these courses to determine which may be placed into your major. Your advisor **must submit a formal substitution request online via the Mills Portal**.
3. Double Majors: If you are declaring a double major at this time, you must obtain the signatures of both major advisors in Section IV of this form. If you have already declared a major and are now declaring a second major, please check “Double Major” in Section I below and obtain the signature of the 2nd major advisor only.
4. You must declare your major by the end of your sophomore year or, if you entered Mills as a junior, by the end of your first semester.
5. Courses used to fulfill the major may not be duplicated in your minor. For double majors, you must complete at least 30 unduplicated credits in each major.
6. If you have already declared your major and are requesting a different major advisor, please submit the Change of Advisor Form available online.
7. Your major requirements are governed by the catalog under which you were admitted.
8. **The number of semesters of a student’s financial aid eligibility is established by the initial graduation date defined by Academic Records upon your entrance to Mills. An extension of graduation date will not necessarily result in an extension of financial aid eligibility.**

SECTION I

Please check one: Major Double Major Change of Major Drop Major

Name: _____
Last
First
M.I.

Mills ID: _____ Term/Year Admitted to Mills: _____

Phone Number: _____ Email Address: _____

In consultation with my advisor(s), an academic plan has been created leading to my graduation in _____
Term/Year

SECTION II

Mark your intended major and concentration (if applicable)

- | | | | |
|--|------|--|------|
| <input type="radio"/> Art History | 2011 | <input type="radio"/> Communication | 6060 |
| <input type="radio"/> Art Studio | 2021 | <input type="checkbox"/> Business Communication | 6062 |
| <input type="radio"/> Art & Technology* | 7054 | <input type="checkbox"/> Media & Cultural Studies | 6063 |
| <input type="checkbox"/> Art | 2023 | <input type="checkbox"/> Political Communication | 6064 |
| <input type="checkbox"/> Technology | 2024 | <input type="radio"/> Computer Science | 4070 |
| <input type="radio"/> Biochem/Molec Biology <input type="checkbox"/> BA <input type="checkbox"/> BS+ | 4060 | <input type="radio"/> Dance* | 2030 |
| <input type="radio"/> Biology* <input type="checkbox"/> BA <input type="checkbox"/> BS+ | 4010 | <input type="checkbox"/> Dance Concentration | 2033 |
| <input type="checkbox"/> Ecology, Evolution & Behavior | 4014 | <input type="checkbox"/> Dance & Digital Performance | 2034 |
| <input type="checkbox"/> Cell & Molecular Biology (BA only) | 4013 | <input type="checkbox"/> Dance Theater | 2036 |
| <input type="radio"/> Biopsychology <input type="checkbox"/> BA <input type="checkbox"/> BS+ | 4095 | <input type="radio"/> Data Science | 7051 |
| <input type="radio"/> Business Economics* | 5080 | <input type="radio"/> Economics* | 5010 |
| <input type="checkbox"/> Data Analysis | 5011 | <input type="checkbox"/> Data Analysis | 5011 |
| <input type="checkbox"/> Finance | 5013 | <input type="checkbox"/> Environmental Sustainability | 5012 |
| <input type="checkbox"/> Strategy | 5015 | <input type="checkbox"/> Finance | 5013 |
| <input type="radio"/> Business Administration | 5082 | <input type="checkbox"/> International Markets and Policy (optional) | 5065 |
| <input type="radio"/> Chemistry <input type="checkbox"/> BA <input type="checkbox"/> BS+ | 4040 | <input type="checkbox"/> Social Issues | 5014 |
| <input type="radio"/> Child Development | 6040 | <input type="checkbox"/> Strategy | 5015 |
| <input type="radio"/> Child Development & Elementary Educ | 6045 | <input type="radio"/> Education | 2005 |

Over

○ English*	3010	<input type="checkbox"/> American Politics	6089
<input type="checkbox"/> Creative Writing	3012	<input type="checkbox"/> Comparative Politics & Internatl Rel	6088
<input type="checkbox"/> Literature	3014	<input type="checkbox"/> Political Analysis	6087
○ Environmental Science <input type="checkbox"/> BA <input type="checkbox"/> BS ⁺	4440	<input type="checkbox"/> Political Theory	6086
○ Environmental Studies	6100	○ Politics, Economics, Policy & Law (PEPL)*	7063
○ Ethnic Studies*	3510	<input type="checkbox"/> Economic Analysis	6096
<input type="checkbox"/> African Diaspora Studies	3512	<input type="checkbox"/> Legal Institutions and Processes	6095
<input type="checkbox"/> American Indian Studies	3511	<input type="checkbox"/> Politics	6093
<input type="checkbox"/> Community Organizing & Social Justice	3530	<input type="checkbox"/> Public Policy	5050
<input type="checkbox"/> Comparative Ethnic Studies	3514	○ Pre-Nursing	4015
<input type="checkbox"/> Latina/o Studies	3513	○ Psychology	4090
<input type="checkbox"/> Race, Culture and Power	3540	<input type="checkbox"/> Infant Mental Health (for approved BA/MA)	4093
<input type="checkbox"/> Race, Sexuality and Intersectionality	3520	○ Public Health & Health Equity <input type="checkbox"/> BA <input type="checkbox"/> BS ⁺	7052
<input type="checkbox"/> Transnationalism, Diaspora and Migration	3550	<input type="checkbox"/> Health Sciences (optional for BA; required for BS)	7066
○ Global Humanities & Critical Thought	7053	○ Sociology	5060
○ History	5030	○ Theater Studies	2043
○ International Relations	5070	○ Women, Gender, and Sexuality Studies*	6200
○ Mathematics <input type="checkbox"/> BA <input type="checkbox"/> BS ⁺	4080	<input type="checkbox"/> Gender and Cultural Politics	6254
○ Music*	2050	<input type="checkbox"/> Historical Perspectives on Gender & Sexuality	6255
<input type="checkbox"/> Comp-Media Tech/Electronic Music	2722	<input type="checkbox"/> Queer Studies	6250
<input type="checkbox"/> Composition	2725	<input type="checkbox"/> Transnational Feminisms	6252
<input type="checkbox"/> Music and Culture	2727	<input type="checkbox"/> Women and Politics	6253
<input type="checkbox"/> Performance	2726	<input type="checkbox"/> Women and Religion	6251
<input type="checkbox"/> Theory/History	2724		
○ Political Science*	6091		

* The major you have chosen has more than one area of concentration. Please select one.

+ Overall requirements for the BS degree differ from those of the BA. Please refer to the current catalog for specific requirements.

SECTION III: Waivers and Substitutions

A formal request must be submitted to waive or substitute a requirement in the major. Requests are submitted online via the Mills Portal. There is a link to "Submit a Waiver or Substitution Request" in the Faculty and Advisor Menu in myMILLS. **DO NOT EMAIL REQUESTS TO RECORDS.**

If the advisor has determined that another Mills course or a transfer course may be used to substitute a requirement in the major, the course work must be equivalent to at least 3 semester credits.

Progress toward completion of the degree is evaluated based on the requirements in the catalog under which the student was admitted. If required courses are no longer offered, submit a substitution request.

Waiving requirements is permitted, however the student must make up waived credit elsewhere in the major to achieve the minimum credit required for the major.

SECTION IV

Please obtain the signatures listed below.

Student Signature: _____ Date: _____

Major Advisor Signature*: _____ Print Name: _____

2nd Major Advisor Signature*: _____ Print Name: _____

Current Advisor Signature: _____ Print Name: _____

* My signature acknowledges my intent to advise the student in the major and my understanding of the waiver/sub request policy stated in Section III.

Academic Records Use Only: Processed by: _____ Date: _____ Waivers/ Substitutions processed? Yes No

Notes: _____