

# STUDENT REQUEST to DECLARE, CHANGE or ADD a MAJOR

RECORDS OFFICE  
Norwalk Community College

**CHANGE EFFECTIVE for Spring 2023**  
(Major updated starting October 17, 2022)

## COMPLETE STEPS 1 – 4 BELOW

### STEP 1 - FILL IN THE INFORMATION BELOW

VETERAN? \_\_\_\_\_ Yes \_\_\_\_\_ No

STUDENT I.D. #: @ \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

NAME: \_\_\_\_\_  
LAST FIRST MI

TELEPHONE NUMBER: ( \_\_\_\_\_ ) \_\_\_\_\_ STUDENT E-MAIL: \_\_\_\_\_

**STEP 2 – CHOOSE ONE → I am DECLARING \_\_\_\_\_ CHANGING \_\_\_\_\_ \*ADDING \_\_\_\_\_ a major. (\*Adding a 3<sup>RD</sup> degree requires approval from the Provost and Academic Dean.)**

\*Provost and Academic Dean's Authorization (if required for 3<sup>rd</sup> degree)

SELECT A MAJOR AND CODE FROM THE BACK OF THIS PAGE AFTER TALKING WITH AN ADVISOR/COUNSELOR.

MAJOR SELECTED: \_\_\_\_\_ MAJOR CODE: \_\_\_\_\_

Or  I WANT MY MAJOR TO BE ONE OF THE FOLLOWING. CIRCLE YOUR SELECTION.

- \* HONORS PROGRAM
- \* LEGAL ASSISTANT
- \* MEDICAL ASSISTANT
- \* MEDICAL OFFICE MGMT
- \* NURSING
- \* PHYSICAL THERAPIST ASST
- \* RESPIRATORY CARE
- \* VETERINARY TECHNOLOGY

These are selective admission programs. Students can request these majors, but must talk with an Admissions Counselor about requirements for admission. Admission to these programs requires authorization (see below). Please see an Admissions Counselor (Room E106) for details.

#### FOR SELECTIVE ADMISSION PROGRAM COORDINATOR USE ONLY:

\_\_\_\_\_ THIS STUDENT IS ELIGIBLE TO ENROLL IN THE SELECTIVE ADMISSION MAJOR LISTED ABOVE.

\_\_\_\_\_ HOLD FOR CONSIDERATION DATE \_\_\_\_\_

COORDINATOR'S NAME AND SIGNATURE \_\_\_\_\_

**STEP 3 - Continuing Students:** If you are declaring a major for the first time, you must provide the records office with proof of high school graduation or G.E.D. and proof of immunization (if not previously submitted) in order for your major to be declared.

**New Students:** Provide the admissions office with proof of high school graduation or G.E.D. and proof of immunization.

**Returning Students:** If you are returning to the college after a two year absence, go to the Admissions Office for readmission.

ATTACHED IS PROOF OF HIGH SCHOOL GRADUATION or G.E.D. and/or PROOF OF IMMUNIZATION. I AM DECLARING A MAJOR FOR THE FIRST TIME – This proof is required for first-time declarations of majors if not previously submitted.

**STEP 4 -** Return the form: New and Readmit students–Admissions Office (E106) / Continuing students–Records Office (E102)

STUDENT SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

#### FOR OFFICE USE ONLY – Please check appropriate boxes below to verify compliance:

D1 COURSE HISTORY / CURRENT CREDIT PRIORITY 1 STATUS CHECKED – READMISSION NOT REQUIRED \_\_\_\_\_

IMMUNIZATION COMPLIANCE REQUIRED – GOAIMMU VERIFIED \_\_\_\_\_

IF CURRENTLY NON-DEGREE (DZ99), PROOF OF HIGH SCHOOL COMPLETION OR G.E.D. IS REQUIRED – SOAHSCH VERIFIED \_\_\_\_\_

IF A STUDENT IS CHANGING A PREVIOUS MAJOR, PROOF OF HIGH SCHOOL IS NOT REQUIRED – SGASTDN OR SFAREGS CURRICULA VERIFIED \_\_\_\_\_

VETERAN - COPY TO CHRIS DECEW \_\_\_\_\_

KEYED IN BY \_\_\_\_\_ DATE \_\_\_\_\_

\*\*To declare or change a major to the Accounting ((DJ05), Art-Graphic Design (DJ83) or Legal Assistant (DJ88) Certificate programs, a student must already have an Associate's or Bachelor's degree.\*\* DEGREE DETAIL VERIFIED IN SOAPCOL \_\_\_\_\_

# Major Codes – Degree and Certificate Programs

Please use the appropriate code below to designate your choice of major on the college application.

Use Major Code: DZ99 if you are not pursuing a degree or certificate at this time. Use Major Code: DA01 if you are in the High School Partnership program.

ASSOCIATE DEGREE PROGRAMS			
Major	Major Code	Major	Major Code
<b>Allied Health</b>		<b>Education &amp; Social Science</b>	
Medical Office Management - <i>Administrative*</i>	DA10	Criminal Justice	DB06
Medical Office Management - <i>Clinical*</i>	DA11	Early Childhood Education - <i>Career</i>	DB11
Nursing*	DF30	Exercise Science	DB93
Physical Therapist Assistant*	DB94	Human Services - <i>Career</i>	DB35
Respiratory Care*	DB77	Human Services - <i>Transfer</i>	DB36
<b>Art, Architecture &amp; Design</b>		<b>Engineering</b>	
Architectural Engineering Technology	DA22	Engineering Science	DB14
Construction Technology	DA98	Technological Studies	DF11
Design for the Web	DA02		
Fine Arts	DB42	<b>General Studies</b>	DB31
Graphic Design	DA45		
Interior Design	DA05	<b>Honors Program*</b>	DB33
Studio Art	DB40		
<b>Business</b>		<b>Hospitality Management</b>	
Accounting - <i>Career</i>	DA07	Culinary Arts Option	DA60
Accounting - <i>Transfer</i>	DA09	Hotel Option	DA58
Business Administration	DA67	Restaurant Option	DA59
Finance	DA13		
Management	DA15	<b>Liberal Arts &amp; Sciences</b>	
Marketing	DA14	Liberal Arts Transfer	DB54
Legal Assistant*	DB53	Mathematics & Science	DB46
		Psychology	DB00
		Teaching Career Pathway	DB10
<b>Communication Arts</b>		<b>Veterinary Technology</b>	DA06
Journalism	DB89		
Media Studies	DB91		
Film & Television Production	DB90		
<b>Computer Science</b>			
Computer Science	DA12		
Web Development	DA16		
CERTIFICATE PROGRAMS			
Major	Major Code	Major	Major Code
<b>Allied Health</b>		<b>Computer Science</b>	
Medical Assistant*	DK55	Networking	DK05
Medical Office Specialist	DJ70	Relational Database	DK02
	DJ09	Smartphone App Development	DJ06
<b>Art, Architecture &amp; Design</b>		Web Developer	DK06
Graphic Design#			
	DJ83	<b>Early Childhood Education</b>	
<b>Business</b>		Administrative Option	DJ50
Accounting#		Education Option	DJ89
Culinary Arts	DJ05	Infant/Toddler	DJ79
Legal Assistant*#	DJ77		
	DJ88	<b>Engineering</b>	DJ81
<b>Communication Arts</b>		Computer Aided Design	DJ23
Digital Journalism			
Film & Television	DJ07	<b>English as a Second Language</b>	DJ81
Production	DJ08		

\* Selective Admissions Program with limited enrollment. Consult the college catalog for specific admission requirements and deadlines.

# Major Codes – Pathway Transfer Degree Programs

## CSCU Transfer Tickets

*Degree programs that transfer seamlessly between CSCU institutions*

The Connecticut State Colleges and Universities (CSCU) system has developed **Transfer Tickets** to provide pathways to a four-year degree. Transfer Tickets are degree programs for Connecticut community college students that easily transfer to Connecticut State Universities and Charter Oak State College.

Upon graduation from NCC, students are guaranteed full junior status at a four-year institution that is part of the CSCU system. They can complete a bachelor's degree in their major with the assurance they will not lose any credits or be required to take any extra credits. (Select programs may have additional admission requirements.)

Students choose a transfer degree program just as they would a major field for an associate degree, *but take only the courses that apply to both the major's associate degree and its bachelor's degree.*

Transfer Tickets are available in the following majors, and new ones will be added each year: Art, Biology, Business Studies, Chemistry, Communication, Criminology, Early Childhood TC, English, Exercise Science, French, German, History, Italian, Mathematics, Physics, Political Science, Psychology, Social Work, Sociology and Spanish.



To learn more about CSCU's Transfer Tickets, visit [www.ct.edu/transfer](http://www.ct.edu/transfer). An interactive guidance system will walk you through the program.

To register for a specific Pathway Transfer degree program, please use the Banner Program Codes listed below. Students should contact their advisor for information regarding transfer credits in specific programs.

[www.ct.edu/transfer](http://www.ct.edu/transfer)

### PATHWAY TRANSFER DEGREE PROGRAMS

Degree	Program Code
CSCU Pathway Transfer Degree: Art Studies	DG21
CSCU Pathway Transfer Degree: Biology Studies	DG01
CSCU Pathway Transfer Degree: Business Studies (Finance, Management and Marketing)	DG12
CSCU Pathway Transfer Degree: Chemistry Studies	DG02
CSCU Pathway Transfer Degree: Communication Studies	DG03
CSCU Pathway Transfer Degree: Criminology Studies	DG04
CSCU Pathway Transfer Degree: Early Childhood TC Studies	DG14
CSCU Pathway Transfer Degree: English Studies	DG05
CSCU Pathway Transfer Degree: Exercise Science Studies	DG15
CSCU Pathway Transfer Degree: French Studies	DG16
CSCU Pathway Transfer Degree: German Studies	DG17
CSCU Pathway Transfer Degree: History Studies	DG06
CSCU Pathway Transfer Degree: Italian Studies	DG18
CSCU Pathway Transfer Degree: Mathematics Studies	DG07
CSCU Pathway Transfer Degree: Physics Studies	DG19
CSCU Pathway Transfer Degree: Political Science Studies	DG08
CSCU Pathway Transfer Degree: Psychology Studies	DG09
CSCU Pathway Transfer Degree: Social Work Studies	DG10
CSCU Pathway Transfer Degree: Sociology Studies	DG11
CSCU Pathway Transfer Degree: Spanish Studies	DG20