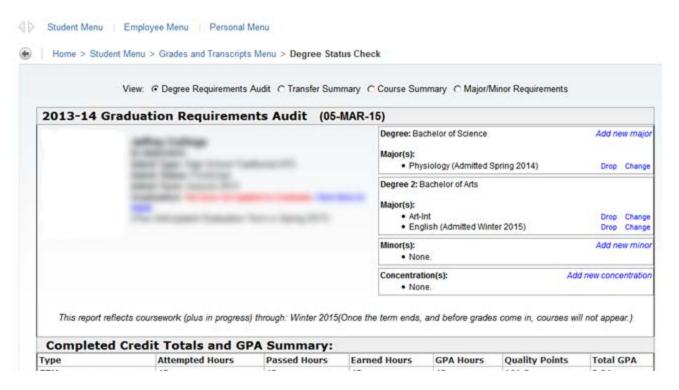## Major, Minor and Concentration Application Instructions

You can now update your intended major, minor and/or concentration, as well as formally apply to any major, minor or concentration, in your Degree Check! This replaces all paper application processes. Please read through the directions and view the screen captures below.
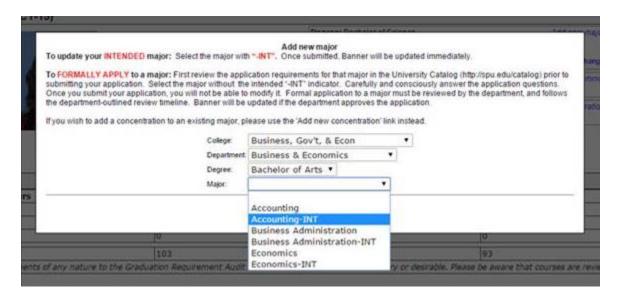
Simply log into the Banner Information System, click on "Student Menu" then "Grades and Transcripts Menu" then "UG Degree Status Check". Utilize the blue hyperlinks in your curriculum block to Add, Drop, or Change a Major, Minor or Concentration.

Select the appropriate College, then Department, then Degree, then the Major or Minor, then concentration (if applicable). Carefully select the Major or Minor: there will be two options for each.
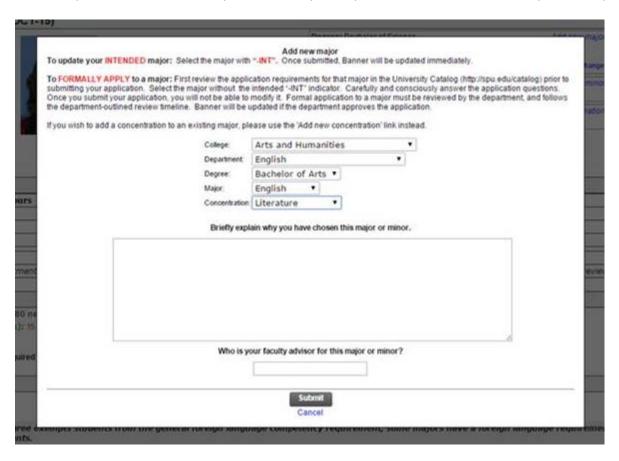
Option 1: Update Intended Major
Choose the "-INT" option to state intent (intended major/minor). Changes of intended major or minor are processed within a few minutes.

Option 2: Formal Major Application

The option without "-INT" indicates formal application. Formal application to a major or a minor is processed by the department, and will be handled at the department's review timeline. Acceptance to the major or minor will only be reflected in Banner if and when the department approves. Formal application to a major or minor requires that students answer the application questions. Depending on the department, you may be required to answer the two standard questions (as in the example below), or you may need to answer additional department specific questions.

Any questions about application requirements or review timelines for formal admission to majors or minors, should be directed to the department. Questions about the technology can be directed to Student Academic Services (sasinfo@spu.edu or Demaray Hall 151).

Thank you!