Registrar Services

Major Change Form

Unless you change your major in the beginning of your 1st semester, you must attach to the present form a **STUDY PLAN** approved by the Study Program Chair of the new major. To ensure you will meet all graduation requirements of the new major, please consult the relevant handbook when putting together your study plan. For guidance in this regard, please contact Academic Advising Services.

In case the major change/study plan shows that an extension of studies is required, please submit an Extension of Studies form as well.

Please note that major changes can only be requested until the end of the drop/add period of the respective semester. Any forms that are handed in later than this can only be processed as of the next semester.

Personal Information	
Major Semester (e.g., 1st, 2nd, etc.)	
Matriculation N°	
Family Name	
First Name	
Academic Advisor	

Current Major	
New Major	
Minor (if applicable)	

Student's (digital) Signature	
"I hereby request that my major is changed according to the New Major".	
Date	Signature
Study Program Chair´s (digital) Signature (New Major)	
"I hereby confirm that the above-named student may change his/her major according to the New Major".	
Date	Name, Signature

Once you have collected the (electronic/digital) signatures above, please submit the form and the study plan, via email-attachment, to Registrar Services (registrar@constructor.university).

Important: After you have been informed by our office that your major has been changed, you need to consult with the BSU (Foreigner's Office) to receive a residence permit stating your new major.