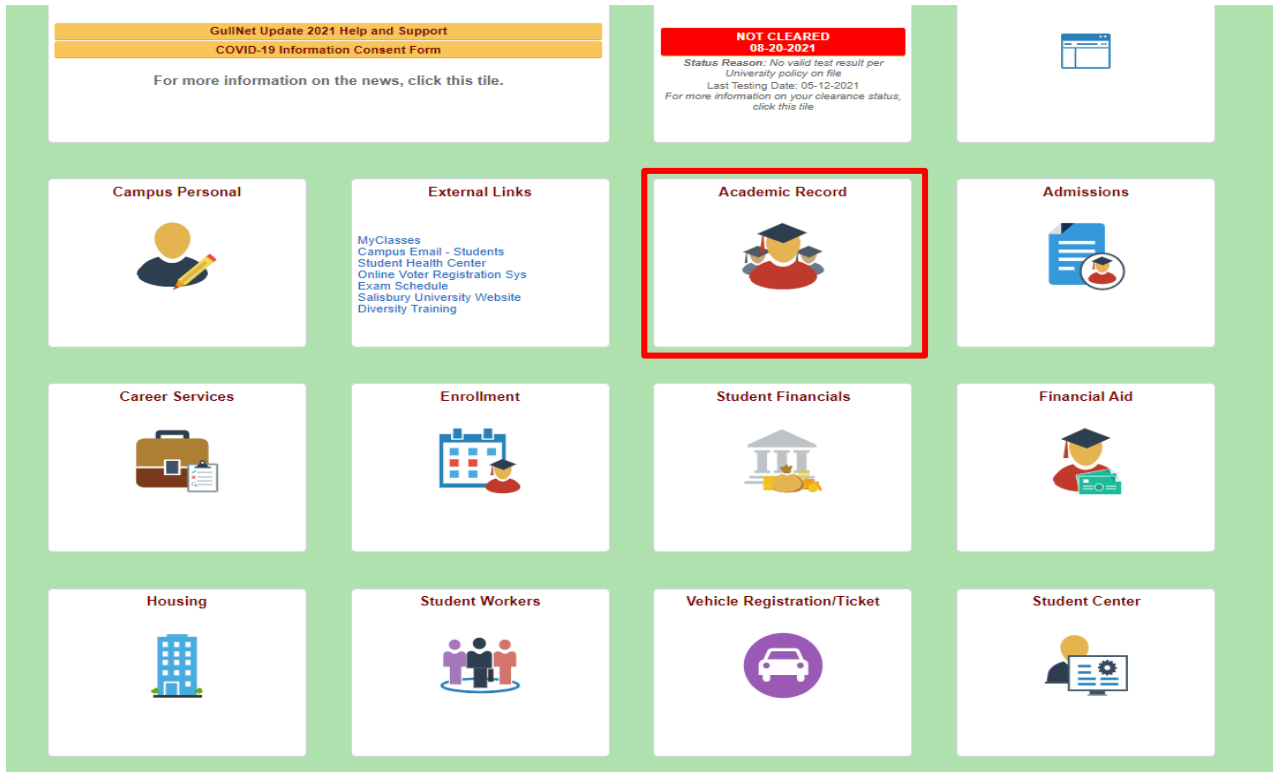


GullNet Change of Major Directions (For Students)

1. Login to GullNet and click the *Academic Record* tile on your home page.



2. Select "Academic Records Requests" and then select "Create a New Request".



3. Choose the appropriate option.

Academic Record Update Request

Please select one of the following options):

<p>Order Records</p> <p>Order Official Transcript</p> <p>Enrollment Verification - GullNet Self Service</p> <p>Certification Letter - Processed by Registrar's Office</p>	<p>Transfer Credit</p> <p>Transfer Credit Inquiry</p>
<p>Academic Records Changes</p> <p>Change/Add/Delete Major or Track</p> <p>Change/Add/Delete Minor</p> <p>Change Catalog Year</p> <p>Update Personal Information (Name, DOB, SSN)</p> <p>Request to Study at Another Institution</p>	<p>Registration</p> <p>CHANGE COURSE(S) TO PASS/NO PASS - SPRING 2020</p> <p>Change Course Credit Hours or Grading Basis</p> <p>Enroll in more than standard credit limit</p> <p>Enroll in Graduate credit during Senior year</p> <p>Application for inter-institutional enrollment</p> <p>Approval Form to Add/Swap a Course</p> <p>Withdrawal from University</p>
<p>Graduation and Commencement</p> <p>Apply for Diploma/Graduation</p> <p>UGRD Request to Participate in Commencement Early</p> <p>GRAD Request to Participate in Commencement Early</p> <p>Replacement Diploma</p>	<p>Records Release</p> <p>FERPA release</p> <p>Veteran Benefits Certification</p>
<p>Exceptions</p> <p>Application for Clemency</p> <p>Policy Waiver</p>	

4. Select the "Change This Major" option

Listed below are all of your current majors. If you have an outstanding request affecting an existing major, you will not be able to submit another major CHANGE or DELETE request until the existing request has been completed.

To **CHANGE** or **DELETE** an existing major, click the appropriate option next to the major you want to change.

Current Major(s)	
Academic Career: Undergrad	Expected Graduation Term: n/a
Marketing (Pre) (Major)	CHANGE THIS MAJOR
Catalog Year: 2208 - 2020 Fall	DELETE THIS MAJOR
Primary Major? Yes	

To **ADD** a new major, click this this option:

Additional Major
ADD AN ADDITIONAL MAJOR

[RETURN](#)

5. Use the magnifying glass to select the appropriate new program, then click "Next".

Request Type: Change a Major

Current Major

Marketing (Pre) (Major)

Catalog Year: 2208 - 2020 Fall

Primary Major: Yes

Admit Term/Type: 2208 - FTS

Expected Graduation Term: n/a

Click the hourglass to select a new major to be added.

New Major

PREVIOUS

NEXT

6. Verify the change and select "Submit".

Verify

Request Type: Change a Major

Current Major

Marketing (Pre) (Major)

Catalog Year: 2208 - Fall 2020

Primary Major: Yes

Admit Term/Type: 2208 - FTS

Expected Graduation Term: n/a

New Major

Accounting (Pre) (Major)

Catalog Year: 2206 - Summer 2020

Primary Major: Yes

*The primary major is listed first on your transcript and determines which school you are listed under (Fulton / Henson / Perdue / Seidel).

Additional Comments(Optional):

PREVIOUS

SUBMIT

7. You can review all pending request by returning to “Academic Records Update Request”.