

In order to change your major, you must complete an electronic Intercollege Transfer Form.

Step 1: Log into your myMU.

Step 2: Select the Students page from your drop down Menu options.

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Step 3: Select Intercollege Transfer Request from the My Forms menu on the right side of the page.

≡ Menu		1 NOTIFICATION
Home → Students		
Quick Links -	Student Detailed Schedule *New -	Email –
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Student Self-Service -		My Forms -
✓ ✓ Services Office 365 Email MUOnline (Blackboard) MU CASHTrack Marshall Information Liaison Online (MILO)	Students' Spring 2021 Course Schedules have been updated to further reduce density on campus. View your schedule by clicking here, or using the Student Detailed View link in the Student-Self Service menu to the left, in the Course Schedule & Grades section.	Bursar Emergency Loan Form Behavion In Campus Student Argeement Intercollege Transfer Request

Step 4: A new tab will appear with the form. The fields with checkmarks will be auto filled for you. You need to complete all the remaining fields with the requested information. Make sure you consider the bottom two points regarding speaking with an advisor prior to registration and seeing a Career Education Specialist for an appointment regarding your new major.

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tudent Emeil:		Student Phone:	
	@marshall.edu	New College:	
Current Advisor	College	Anticipated Major	Please Select V
Advisor Email:		Select Area of Emphasis:	Please Select V
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If this transfer takes place after the f the next semester' term. Summer tra Please check the academic calendar Contemportation of the term of te	first week of the Fall or Spring semester, I un ansfers after the schedule adjustment perior r for specific dates for the schedule adjustm th my new advisor before registering for classes ucation specialist about my major change to en	nderstand that my new major will be effe d will be effective the next available sem tent period. s sure this decision fits my long term goals.	separate application or audition, if active for lester / term.
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Electronic Signature
Please read the Disclosure / Consent before you sign your form electronically.
Typing your name exactly as it appears below signifies you are completing this form using an electronic signature. By signing electronically, you are certifying that you have read and understand the Disclosure/Consent and agree to electronically sign. You also agree to receive required disclosures or other communications related to this transaction electronically.
To continue with the electronic signature process, please enter your name and click the "Sign Electronically" button to save your information and submit your electronic signature.
Previous Sign Electronically
If you would like to opt out of electronic signature, please click the "Opt out and print" link below to save your information and print a local copy for your signature.
Opt out and print

Step 6: On this page you need to sign your form. Make sure you sign your name exactly as it appears in the text above the boxes. Once you have filled the boxes in, select Sign Electronically.

Thank you! Your form has been submitted.

View Form PDF

You should see this message at the top of the next page. Your major change request will now be sent to your current advisor and new college for review and processing. You will receive email updates as each step is processed and when the major change is complete.

Note – If you choose to meet with a Career Education Specialist, you will need to watch your email for an appointment request from the Office of Career Education.