

Academic Policies and Regulations: Registration, Grading and Cumulative Performance

Declaration of Major

Students admitted to the Traditional Undergraduate Program are enrolled in the undeclared major program. The undeclared program of study encourages academic exploration while taking required introductory courses in the general education program and the student's intended major area of study.

Students must declare their academic major once 45 credits are earned but no later than the end of their fourth semester of enrollment at the College (sophomore year). Students who do not declare their major will not be permitted to register for additional credits until a declaration is made.

To declare their major, a student must:

- 1 Complete a Declaration of Major with the Office of the Registrar.
- 2 Receive approval from their current academic advisor and the department chair of their intended major.
- 3 Have an overall cumulative grade point average of 2.0 in all attempted coursework.
- 4 Have completed at least one course in their intended major and have a 2.0 in all major coursework at the time of declaration.

Students who are not approved to declare their major may reapply to declare once all the above conditions have been met. Exceptions may only be granted by the Registrar.

Students who transfer more than 12 credits into Albertus Magnus College may declare their academic major in their first semester following the add/drop period provided that the student is registered in a full-time course of study and is currently enrolled in a major course at the time of declaration.

Students must maintain a 2.0 cumulative grade point in their major courses at all times to remain in the major, receive financial aid, and graduate from their program. Students who fall below a 2.0 in their major regardless of their overall cumulative grade point average will be moved to the Bachelor of Arts in General Studies program until the major GPA is raised to a 2.0. Students who fall below a 2.0 GPA in the major will be notified by the Office of the Registrar in the summer following each academic year in coordination with the Financial Aid Office.

Students interested in the Bachelor of Science in Nursing (BSN) program or the Initial Teacher Certification program must apply for program admission with the Department of Nursing and the Department of Education Programs respectively. Upon acceptance, students will be entered into their programs by the Office of the Registrar.

Change of Major

A student may change or add an additional major(s) at any time following their initial declaration. Students must follow the same procedure and adhere to all requirements for declaration as stated above. A student's anticipated graduation date may be changed by changing or adding a major. Therefore students should consult their advisor and department chair before making declarations.