

Students desiring a change of program or area of concentration must follow these steps:

1. **Complete this form and bring it to the Chair of the new Program or Concentration for approval. Certain programs and concentration changes require an audition or interview. If approved, please return this form to the Registrar's Office.**
2. The Registrar's Office will complete a *Degree Progress Audit* (DPA) for your new program/concentration and update any transfer credits as needed.
3. Program changes must also be vetted through the Academic Standards Committee. The Committee will review your request and the Registrar's Office will advise you of the decision via your @ftc.edu email account. If necessary, a new Academic Advisor will be communicated to you at this time. This email will serve as your official acceptance letter.
4. If you are approved, please take time to discuss your time-to-graduation with a Financial Aid representative. If your graduation date has changed, please let them know as it may affect your Aid.
5. Then make an appointment to meet with your Academic Advisor to ensure that your registration for the next semester is appropriate.

<b>Student Name</b>		<b>FTC ID#</b>							
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**What is your current program/major area of concentration?** If you are unsure, see the reverse for program information.

PROGRAM AND CONCENTRATION: \_\_\_\_\_

**What program/major area of concentration do you wish to pursue?** If you are unsure, see the reverse for program information.

PROGRAM AND CONCENTRATION: \_\_\_\_\_

**Why do you want to change your program/major area of concentration?** Feel free to attach a statement if you'd prefer.

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*I understand that I must follow the degree requirements of the new program/major area of concentration as they are listed in the most current academic catalog, which may delay my time-to-graduation.*

\_\_\_\_\_  
Student's Signature \_\_\_\_\_  
Date

\_\_\_\_\_  
Chair's Signature (of the new program or concentration) \_\_\_\_\_  
Date

\_\_\_\_\_  
Financial Aid Signature (if applicable) \_\_\_\_\_  
Date

*Office Use Only:*

**The Academic Standards Committee has**  **approved**  **denied** **this request.** Catalog Year: \_\_\_\_\_ Effective Semester: \_\_\_\_\_

New advisor, if necessary: \_\_\_\_\_ New graduation date, if necessary: \_\_\_\_/\_\_\_\_/20\_\_\_\_

\_\_\_\_\_  
Registrar's Office Representative \_\_\_\_\_  
Date

**Bachelor of Music (Mus.B.) in  
Performance**

Major Areas of Concentration:

- Audio Recording Technology
- Composition
- Music Entertainment/Industry Studies
- Performance
- Songwriting

**Bachelor of Music (Mus.B.) in Music Education**

Major Areas of Concentration:

- Instrument
- Voice/Piano/Guitar

**Bachelor of Science (BS) in Mass Communication**

Major Areas of Concentration:

- Broadcasting
- Journalism
- Audio Recording Technology
- Live Entertainment and Media Production

**Bachelor of Fine Arts (BFA) in Interactive Media Arts****Bachelor of Fine Arts (BFA) in Film and Television****Bachelor of Fine Arts (BFA) in Theatre Arts**

Major Area of Concentration:

- Acting
- Musical Theatre
- Theatrical Design and Technology

**Bachelor of Business Administration (BBA) in  
Business Management**

Major Area of Concentration:

- Audio Recording Technology
- Business Management
- Business Marketing
- Music Entertainment/Industry Studies

**Associate of Arts (AA) in Liberal Arts**

Major Area of Concentration:

- Audio Recording Technology
- Liberal Arts
- Music and Entertainment Industry
- Theatre

**Associate of Science (AS) in  
Business Administration****Associate of Applied Science (AAS) in  
Business Management**

Major Area of Concentration:

- Audio Recording Technology
- Business Management
- Business Marketing
- Music and Entertainment Industry

**Associate of Applied Science (AAS) in Performance****Associate in Applied Science (AAS) in Interactive  
Media Arts**