

Accessing the Change Your Major Form



**TECHNOLOGY LEARNING CENTER
BUCKS COUNTY COMMUNITY COLLEGE**

www.bucks.edu/tlc

215-497-8754

Accessing the “Change Your Major” Form

In order to officially change your major on your college records, you will need to fill out a form located on the Bucks County Community College web site. Below are the directions to do so.

1. To officially change your major, you will access the following web page:
<https://apps.bucks.edu/admissions/index.php>. Once this page opens you will need to log into the site in order to access the form used to change your major. Directions on how to log in are at the bottom of the window.

Admissions and Student Record Forms

You must log in to fill out and submit Admissions forms. Your log in to your student account to submit these forms serves as your electronic signature for our records.

At this time, only current and previously registered students may log in to use these forms. If you are an incoming student and have not yet registered for classes, but need to change your major or update your demographic information, contact Admissions at 215-968-8100 or admission@bucks.edu for detailed instructions.

All fields are required.

Username *

Password *

Who are you? * ☐ Student ☐ Faculty or Admin

Password Reset Needed?

Your password is the same as your Bucks network password. This is the password you use to log in to computers on campus, which is different than your WebAdvisor login. If you need your password reset, contact the Helpdesk at 215-968-8191.

2. Once logged in, the following screen will open. Click the **Change My Major** link.

Your Profile

Change Major

Change Name

Your Account

Check Status

Request Pay Plan

About Admissions

Staff Directory

Contact Us

What Would You Like To Do?

Update Your Profile Information
[Change My Major](#)
[Change My Name](#)

Manage Your Student Financial Accounts
[Check Your Save Status \(for Drop for Non-Payment\)](#)
[Request a Payment Plan or Financial Extension for Tuition Due](#)

[Click here to log out](#)

3. The following form opens. Your full name and username will already appear in the first two lines. You will need to complete all of the remaining fields as directed. When finished, click the **Submit Request Form** button at the bottom of the page and then click the **Click here to log out** link to log out of the system.

Change Your Major

(All fields are required.)

Full Name:	
Username:	
Student Number (Do not include "s")	<input type="text"/>
Best phone to reach you:	<input type="text"/>
Current Major:	Select One
New Major:	Select One
Your reason for making this change:	- Select One -
If you selected "Other", please indicate your reason here: <input type="text"/>	

Certification of Change

I am aware that this change of major may affect my future schedule planning and/or duration of study at Bucks County Community College. I understand that it is my responsibility to meet with an academic advisor appropriate to my new major at my earliest convenience.

Type "YES" to certify your change:

Submit Request Form

[Click here to log out](#)