



Change of Engineering Major or Professional Experience
Engineering Department
October 30, 2025

This policy outlines guidelines to apply to change majors into or within the Engineering Department. It updates and supersedes all prior policies.

Change of Major Guidance

Requests to change majors must be made to the Chair of Engineering using the Change of Curriculum form. The Chair of Engineering will make the decision to approve change of major requests; students are highly encouraged to consult with their academic advisor, the Curriculum Leader of their intended major, or the Vice Chair for Engineering Programs prior to making the request.

Major change requests will be considered according to the student's academic performance, the relevance of prior course work to the requested major, and the potential for success in the requested major. Students should be aware that a change in program may delay graduation. A change of major is not guaranteed by making the request and will not take effect until a correctly completed Change of Curriculum form, approved and signed by the Chair of Engineering, is submitted to the Registrar. Students who wish to change major but who do not meet the requirements provided below should consult with the Vice Chair for Engineering Programs.

All students must be in good standing and not on academic probation to apply for a change of major. The minimum requirements to change majors are outlined below; students may be required to complete additional course work, at the Chair's discretion, prior to change of major approval.

For students currently enrolled in a BE program:

- Students with freshman and sophomore standing may apply to change major at any time.
- Students with junior or senior standing must create a semester-by-semester plan for completion of the intended program and meet with their academic advisor. They must provide the plan and their advisor's signature to confirm the meeting with the Change of Curriculum form when applying to change majors.

For students currently enrolled in a BS program wishing to switch into a BE program:

- Option 1: Students must complete MATH 101, MATH 102, PHYS 102, and ENGR 110 with a grade of C or higher (including accepted transfer credit) before applying to a BE program.
- Option 2: Students must complete MATH 101 and PHYS 102 (including accepted transfer credit) with a B or higher before applying to a BE program. Transcripts for transferred courses must be submitted along with the Change of Curriculum form to demonstrate minimum grades.

Change of Professional Experience Guidance

Requests to add or remove the Engine License option must be made to the Vice Chair of Engine License Programs using a Change of Curriculum form.