Change of Major/Course of Study Request

Name _______________________________________________  Student ID No. ______________________

Last First  M I

Note: Students must present a photo ID to process this form. Requests received after the semester withdrawal date (W date) will be processed for the following semester. Oakton recommends contacting an academic and/or financial aid adviser before submitting this request, and monitoring your academic progress through u.achieve®, accessible through myOakton.edu.

Write the curriculum code number and name of your new academic program below (see reverse for a list).

Code Number _______________  Program of Study/Major ________________________________________________________

I have read and understand the following:

• Changing my course of study may involve completion of new courses not required by my previous major. Also, I must comply with any new requirements for my chosen degree/certificate – as detailed in the most recent College catalog.

• Oakton recommends that I meet with an academic adviser to discuss my new course of study.

• If I am receiving financial aid, including scholarships, the new course of study will be used to determine eligibility. Financial aid is not available for all programs of study. If I lose financial aid due to this change, I will be financially responsible for tuition and costs incurred.

• If I am receiving Veterans Administration (VA) benefits, I must submit the VA Request for Change of Program form to the Enrollment Center before my enrollment is certified or updated with the VA.

_______________________________________________________  ________________________________________
Signature of Student  Date

FOR OFFICE USE ONLY

Date Processed ____________________________  Term  ___________________  Staff Member ____________________________
### Programs of Study/Major

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**Career Programs**

#### Accounting
- 0005 Accounting Associate A.A.S.
- 0003 Accounting Associate Cert.
- 0004 Bookkeeping Cert.
- 0006 Professional Accounting - CPA Preparation Cert.
- 0007 Income Tax Preparation Cert.

#### Air Conditioning, Heating and Refrigeration Technology
- 0060 Air Conditioning, Heating and Refrigeration Technology A.A.S.
- 0063 Residential Comfort Control Cert.
- 0066 Residential Comfort Systems Installer Cert.
- 0067 Stationary Engineer License Preparation Cert.

#### Applied Business
- 0251 Customer Service Cert.*
- 0252 Applied Business Cert.

#### Automotive Service Excellence
- 0033 Automotive Service Excellence Cert.

#### Automotive Technology (Apprenticeship)
- 0031 Automotive Technology (Apprenticeship) A.A.S. (Contact Michael Peat 847-635-1906 prior to applying.)
- 0030 Automotive Technology (Apprenticeship) Cert.
- 0032 Automotive Technology Driveline Cert.

#### Computer Applications for Business
- 0301 Computer Applications for Business A.A.S.
- 0133 Microsoft Office Advanced Specialist Cert.*
- 0233 Executive Administrative Professional Cert.
- 0306 Microsoft Office Specialist Cert.*
- 0307 Administrative Assistant Cert.
- 0308 Office Information Processing Specialist Cert.
- 0309 Microsoft Office User Certificate*
- 0310 Creative Software Specialist Cert.*
- 0311 Creative Software Master Professional Cert.
- 0312 General Office Certificate*

#### Computer Information Systems
- 0120 Computer Programmer A.A.S.
- 0121 Computers and Information Systems A.A.S.
- 0123 Digital ERP Using SAP Cert.*
- 0124 Computer Programmer Cert.
- 0125 Computer User Cert.
- 0127 PC Support Specialist Cert.
- 0132 Computer Technology Cert.
- 0134 Visual Basic Programmer Cert.
- 0137 Internet and Computer Core (IC) Cert.*
- 0139 Oracle Database Administrator (DBA) Cert.*
- 0145 Management of Information Systems MIS Cert.
- 0147 Microsoft Project Management Preparation Cert.*
- 0154 UNIX Cert.*
- 0460 Web Site Support and Maintenance Cert.
- 0461 Advanced Web Site Development Cert.
- 0462 Web-based Course Developer Cert.
- 0463 Web Site Developer Cert.

#### Computer Networking and Systems
- 0142 Computer networking and Systems A.A.S.
- 0148 Network Security Administration A.A.S.
- 0122 Windows Desktop Support Technician Cert.*
- 0128 Windows Server Administration Cert.
- 0141 Windows Certified Enterprise Administrator Cert.
- 0151 Network Security Certificate*
- 0152 Network Security Administrator Cert.
- 0153 Windows Support Technician Cert.
- 0170 Cisco Certified Network Associate (CCNA) Cert.

#### Early Childhood Education
- 0070 Early Childhood Education A.A.S.
- 0068 Basic Early Childhood Education Cert.
- 0069 Advanced Early Childhood Education Cert.
- 0073 Advanced Infant Toddler Cert.
- 0074 Basic Infant Toddler Cert.
- 0076 Early Childhood Education Administration Cert.

#### Electronics and Computer Technology
- 0165 Electronics and Computer Technology A.A.S.
- 0160 Industrial/Commercial Electrical Maintenance Cert.*
- 0161 Home/Office Technology Integrator Cert.*
- 0166 Electronics Technology Cert.
- 0167 Electronics Computer Technician Cert.
- 0169 A+ Computer Diagnostic Specialist Cert.*
- 0176 Transportation, Warehousing, and Logistics Cert.*

#### Facilities Management and Engineering
- 0362 Facilities Management A.A.S.
- 0363 Facilities Energy Systems Technology A.A.S.
- 0364 Facilities Management Cert.
- 0369 Facilities Energy Systems Technology Cert.

#### Financial Services
- 0014 Financial Services/Investment Analysis Cert.*

#### Fire Science Technology
- 0180 Fire Science Technology A.A.S.
- 0181 Fire Science Technology Cert.
- 0182 Emergency Medical Technician-Paramedic Cert.*
- 0183 Basics of Fire Fighting Cert.*

#### Global Business Studies
- 0202 Global Business Cert.*
- 0203 Global Business Technical Cert.*

#### Graphic Design
- 0370 Graphic Design A.A.S.
- 0371 Animation and Multimedia Cert.
- 0372 Web Graphic Page Design Cert.
- 0373 Photography Cert.

#### Health Information Technology
- 0288 Medical Billing Cert.

#### Horticultural Therapy
- 0412 Horticultural Therapy Cert.*

#### Human Services
- 0207 Human Services A.A.S.
- 0209 Human Services Cert.

#### Law Enforcement
- 0240 Law Enforcement A.A.S.
- 0241 Law Enforcement Cert.

#### Management and Supervision
- 0224 Organization Management Cert.
- 0226 Management and Supervision A.A.S.
- 0223 Leadership Excellence Cert.*
- 0235 Human Resource Specialist Cert.

#### Manufacturing Technology
- 0274 Manufacturing Technology A.A.S.
- 0271 Manufacturing Technology Cert.
- 0276 Automation and Controls Cert.*
- 0277 CNC/CAM Programming Cert.*
- 0279 CNC Operations and Programming Preparation Cert.*

#### Marketing Management
- 0265 Marketing Management A.A.S.
- 0444 Marketing Management Cert.
- 0446 Marketing Communications Cert.

#### Mechanical Design/CAD
- 0270 Mechanical Design/CAD A.A.S.
- 0267 CAD Design Cert.*
- 0272 Mechanical Design/CAD Cert.
- 0273 Computer-Aided Design Cert.*
- 0278 Industrial Design Engineering Cert.*
- 0284 General Design Cert.

#### Paralegal Studies
- 0340 Paralegal Studies A.A.S.
- 0341 Paralegal Studies Certificate

#### Person-Centered Elder Support
- 0034 Person-Centered Elder Support Cert.*

#### Substance Abuse Counseling
- 0204 Substance Abuse Counseling A.A.S.
- 0211 Preparatory Substance Abuse Counseling Cert.
- 0212 Advanced Substance Abuse Counseling Cert.

#### Technology Communication
- 0238 Technical Communication Cert.

*Program not eligible for financial assistance