



ALAMO COLLEGES DISTRICT

San Antonio College

Change of Advising Guide/Field of Study/Pre-Major/Major

The proponent department is Enrollment Services

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AUTHORITY: San Antonio College Catalog
PRINCIPAL PURPOSE: Update the Advising Guide/Field of Study/Pre-Major/Major of a student.
ROUTINE USES: Used by students to request a change in Advising Guide/Field of Study/Pre-Major/Major.
DISCLOSURE: Voluntary. Failure to furnish information may result in denial of the request.

1. STUDENT ID		2. STUDENT NAME (LAST, FIRST)	
3. CATALOG YEAR (MUST BE ENROLLED IN CATALOG YEAR)		4. SEMESTER <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer	
5. MILITARY VERIFICATION FORM ON FILE <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, resubmit Military Verification form for continued residency status.			
6. CURRENT ADVISING GUIDE/FIELD OF STUDY/PRE-MAJOR/MAJOR			
7. NEW ADVISING GUIDE/FIELD OF STUDY/PRE-MAJOR/MAJOR			
8. DEGREE TYPE (If pursuing an OSA, select an AAS or Certificate that includes the program) <input type="checkbox"/> Associate of Applied Science <input type="checkbox"/> Associate of Arts <input type="checkbox"/> Associate of Science <input type="checkbox"/> Associate of Arts in Teaching <input type="checkbox"/> Level 1 Certificate <input type="checkbox"/> Level 2 Certificate <input type="checkbox"/> Advanced Technical Certificate <input type="checkbox"/> Enhanced Skills Certificate You must visit with your advisor prior to submitting this form to the Admissions and Records office. To locate your advisor, click on the 'My Page' tab located in ACES I acknowledge that a change in my advising guide/field of study/pre-major/major may impact my Financial Aid eligibility and/or award.			
9. STUDENT SIGNATURE		10. DATE	
FOR OFFICIAL USE ONLY			
11. PRINTED ADVISOR/DESIGNEE NAME		12. ADVISOR/DESIGNEE SIGNATURE	
13. DATE			
14. RECEIVED BY ADMISSIONS AND RECORDS		15. DATE	
16. VERIFIED SOA/HOLD AND BDM FOR MILITARY VERIFICATION <input type="checkbox"/> Yes <input type="checkbox"/> No			
17. PROCESSED BY ADMISSIONS AND RECORDS		18. DATE	