



# MARTIN COMMUNITY COLLEGE

## REQUEST FOR CHANGE OF MAJOR OR DOUBLE MAJOR

ALL information in Steps 1 & 2 must be completed in full before this request can be processed.

### STEP 1:

Name: \_\_\_\_\_ ID Number: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**\*\*Please see the back of this form for a list of majors and codes\*\***

Current Major: →

\_\_\_\_\_

Program Title

Program Code (Required)

Catalog

**\*\*\*Select either Double Major or New Major\*\*\***

Double Major: →

\_\_\_\_\_

Program Title

Program Code (Required)

Catalog

New Major: →

\_\_\_\_\_

Program Title

Program Code (Required)

Catalog

Effective Semester:  Fall  Spring  Summer Year: \_\_\_\_\_

Primary Goal (Check one):

\_\_\_\_\_ Obtain an Associate Degree, Diploma or Certificate

\_\_\_\_\_ Enhance job skills in present field of work

\_\_\_\_\_ Enhance employment skills for a new field of work

\_\_\_\_\_ Take course to transfer to another college

\_\_\_\_\_ Take course for personal enrichment or interest

For High School Use Only:

Student Type



CCP - P1012C

### STEP 2:

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required)

Current Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required)

New Advisor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
(Required)

Do you receive Financial Aid from MCC?  Yes  No If yes, see Financial Aid to obtain initials: \_\_\_\_\_

\*Note: Financial Aid initials are only required if you receive financial aid through Martin Community College

Registrar's Office Only

\_\_\_\_\_  
Registrar's Approval

\_\_\_\_\_  
Date Changed

**Step 3: Return completed form to Registrar's Office, Bldg. 1, Rm 36A**

ALL REQUESTED INFORMATION MUST BE COMPLETED BEFORE CHANGES WILL BE PROCESSED.

## Martin Community College

# MAJORS AND PROGRAM CODES

### Vocational and Technical Programs

#### *Accounting*

A.A.S. Degree A25100

#### *Air Conditioning, Heating, And Refrigeration Technology*

A.A.S. Degree A35100  
Diploma D35100  
Refrigeration Certificate C35100A  
Air Conditioning Certificate C35100B  
Heat Pumps Certificate C35100C  
Year-Round Comfort Systems Certificate C35100D

#### *Automotive Systems Technology*

A.A.S. Degree A60160  
Diploma D60160  
Engine Management, Steering & HVAC Certificate C60160B  
Basic Automotive Certificate C60160C

#### *Biotechnology*

A.A.S. Degree A20100

#### *Business Administration*

A.A.S. Degree A25120  
Diploma D25120  
Management/Supervision Certificate C25120

#### *Commercial Refrigeration Technology*

A.A.S. Degree A35200  
Diploma D35200  
Energy Management Certificate C35200A  
Commercial Systems Certificate C35200C  
Control Systems Certificate C35200D

#### *Computer Information Technology*

A.A.S. Degree A25260  
Diploma D25260  
Microcomputer Integrated Software Specialist Certificate C25260A  
Router and Switching (Cisco) Training Certificate C25260B  
Basic Networking Certificate C25260C  
Administrative Support Certificate C25260E  
Software Specialist Certificate C25260F

#### *Cosmetology*

A.A.S. Degree A55140  
Diploma D55140  
Chemical Assistant Certificate C55140CA  
Esthetics Technology Certificate C55230  
Shampoo Assistant Certificate C55140SA  
Manicuring/Nail Tech Certificate C55400

### *Cosmetology Continued...*

1200-Hour Cosmetology Certificate C55140A  
Salon Management Certificate C55140B  
Cosmetology Instructor Certificate\*\* C55160  
Esthetics Instructor Certificate\*\* C55270  
Manicuring Instructor Certificate\*\* C55380

#### *Dental Assisting*

Dental Assisting Diploma\*\* D45240

#### *Early Childhood Education*

A.A.S. Degree A55220  
Diploma D55220  
Certificate C55220

#### *Electrical System Technology*

A.A.S. Degree A35130  
Diploma D35220  
Basic Electrical Technician I Certificate C35130A  
Basic Electrical Technician II Certificate C35130B

#### *Equine Technology*

Business Technology A15170  
Training Technology A15190

#### *General Occupational Technology*

A.A.S. Degree A55280  
Diploma D55280  
Certificate C55280  
Pre-Dental Assisting A55280D

#### *Industrial Systems Technology*

A.A.S. Degree A50240  
Diploma D50240  
Mechanical Installation Certificate C50240  
Industrial Electronic Technology Certificate C50240A  
Facility Maintenance Certificate C50240B  
Welding Technology Certificate C50240C  
Construction Technology Certificate C50240D

#### *Medical Assisting*

A.A.S. Degree\*\* A45400

#### *Medical Office Administration*

A.A.S. Degree A25310  
Diploma D25310  
Medical Information Technology Certificate C25310A  
Medical Word Processing Specialist Certificate C25310B  
Medical Insurance Coding Certificate C25310C  
Dental Office Support Certificate C25310D

### *Office Administration*

A.A.S. Degree A25370  
Diploma D25370  
Word Processing  
Specialist Certificate C25370A  
Basic Computer Technology Certificate C25370B  
Software Technician Certificate C25370C

#### *Physical Therapist Assistant*

A.A.S. Degree\*\* A45620

#### *School Age Education*

A.A.S. Degree A55440  
Diploma D55440  
Certificate C55440

### *College Transfer Programs*

Associates in Arts Degree A10100  
Associate in Science A10400  
Social Work (A.A. Degree) A1010Q  
Business Administration, Accounting, Economics, Finance, & Marketing (A.A. Degree) A1010B  
Elementary Education (A.A. Degree) A1010R  
General Education (A.G.E. Degree) A10300  
Pre-Medical Assisting A10300M  
Pre-Physical Therapist Assistant A10300P

#### *Special Credit*

Special Credit T90990

### *Career & College Promise-HS Only*

### **College Transfer Pathways - P1012C**

#### *Career & Technical Pathways*

\*Automotive Systems Tech Diploma D60160P  
\*Business Administration D25120P  
\*Cosmetology D55140P  
\*Early Childhood Education D55220P  
\*Industrial Systems Tech Diploma D50240P  
\*Medical Office Admin Certificate C25310P

#### *Important Notes:*

\* For High School students only. See a Counselor for further information.

\*\* Programs with additional admission requirements include: Cosmetology Instructor, Dental Assisting, Medical Assisting and Physical Therapist Assistant.