

### 3357:13-14-161 Procedures for Declaring/Changing an Academic Major

- (A) Incoming students will meet with a success coach/advisor before registering for their first term at North Central State College (NCSC) to discuss: career goals/academic majors, academic placement scores, and to develop an individualized academic curriculum worksheet and register for a first term schedule.
- (B) First time college incoming students must take academic placement tests and the Engage assessment or provide ACT/SAT scores/college transcript(s) before meeting with a success coach.
- (C) Academic focuses at NCSC include: STEM, health science, social science, liberal arts, education, or business. A list of degrees under each category may be found in the college catalog.
- (D) Students with a declared academic focus will meet with a success coach or division advisor at least once during their first term at the college and will declare an official academic major prior to their second term at the College.
- (E) Students considering changing their academic major must meet with an academic advisor to complete the necessary form [14-161a](#) Change of Major Form and/or form [14-161b](#) Change of Major/Advisor Removal from Classes Form.

Effective: March 1, 2015

Expires: March 1, 2020

Review Dates: 2/24/15