



OFFICE OF THE REGISTRAR

Fredericksburg Campus
Lee Hall 206
Phone: (540) 654-1063
Fax: (540) 654-2145

Stafford Campus
South Building 144
Phone: (540) 286-8008
Fax: (540) 286-8005

REQUEST FOR REVIEW AND NOTATION OF POST-BACCALAUREATE MAJOR
(Major Completed After Graduation)

Name: \_\_\_\_\_ Banner ID \_\_\_\_\_

Mailing Address: \_\_\_\_\_
Street
\_\_\_\_\_
City State Zip

Telephone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Graduation Term (or Expected Graduation Term): \_\_\_\_\_
Semester and Year

Major Completed For Graduation: \_\_\_\_\_

Degree Completed For Graduation: \_\_\_\_\_

Post-Baccalaureate Major (PB Major): \_\_\_\_\_

Catalog Year Used for PB Major Requirements: \_\_\_\_\_

PB Major Advisor: \_\_\_\_\_

Semester you plan to enroll in PB classes after graduation: \_\_\_\_\_

Expected Completion of PB Major: \_\_\_\_\_
Semester and Year

Office Use Only
SGASTDN \_\_\_\_\_
SHADEGR \_\_\_\_\_
AWARDED \_\_\_\_\_
IN STATE \_\_\_\_\_

Student Signature \_\_\_\_\_

Date \_\_\_\_\_



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### REQUEST FOR REVIEW AND NOTATION OF POST-BACCALAUREATE MAJOR (Instruction Sheet)

This application is used for students who wish to complete a second major of study **after** completing a degree from UMW. The second major can be declared before or after graduation.

If you are a double major and intend to only complete one major before graduating, you must notify the Office of the Registrar that you plan to finish the second major after graduating and change your second major to a post-baccalaureate major.

Once your application is on file, a post-baccalaureate status will enable you access to a pin number for registration through your post-baccalaureate major advisor.

If you have not been enrolled at UMW for over a year, you will be required to fill out an **Application for Virginia In-State Tuition Rates**. This form can be found on the web at: <http://academics.umw.edu/registrar/forms/downloadable-forms-for-non-degree-seeking-students/>

Once the post-baccalaureate work is complete, your transcript will show that a post-baccalaureate major has been awarded. A second diploma **will not** be issued. If your original degree was a BA, you will not be able to change it to a BS degree for a BS major that was completed as a post-baccalaureate. If you want a BS degree, you must complete a BS major before graduation, so you may need to consider delaying graduation for a double major, rather than completing a post-baccalaureate major.

If you receive financial aid, check with the Office of Financial Aid to see if you would be adversely affected by graduating and then completing a post-baccalaureate major, rather than delaying graduation. You may not be eligible for financial aid as a post-baccalaureate student.

The top of the form is for your current contact information and your graduation information. The bottom of the form is for your post-baccalaureate information.

Please return the completed application cards to the Office of the Registrar.

For more information, please contact:

The Office of the Registrar  
Phone: 540-654-1063  
Fax: 540-654-2145