

Computer Science Department
CHANGE OF MAJOR FORM
 (Undergraduates Only)

Student Name: _____	SAC STATE ID #: _____
Street Address: _____	Telephone: _____
City, State, Zip: _____	CSUS GPA: _____
Email (mandatory): _____	Overall GPA: _____
Current major: _____	Catalog Year: _____

Check only one option and sign below:

_____ **#1. Pre-Computer Science** (*2.5 CSUS/Overall GPA and completed Math 29*)
a student enters the major as "Pre-CSC" until you have completed all the courses listed below

OR

_____ **#2. Computer Science** (2.0 CSUS and overall GPA is necessary, plus completion of the courses below with a C- grade or better)

CSc 15 CSc 20 CSc 28 CSc 35 CSc 60 Math 26A or Math 30 Math 26B or Math 31	<ul style="list-style-type: none"> To verify your completion of these courses with a C- or better, attach a printout of your unofficial transcript from "MY SAC STATE" (https://my.csus.edu). HIGHLIGHT OR CIRCLE the pertinent courses on the printout. For non-articulated courses read the instructions on the reverse side of this document ("Verification of Equivalency for Non-Articulated Courses") and complete each step before leaving this Change of Major form with the Computer Science Department.
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Note: *Students who are exempt from any course due to catalog rights are still required to take the course if it is a prerequisite to another required course or desired elective.*

Student Signature: _____ **Date:** _____

Department/Program Recommendation, Effective _____ **(Semester/Yr)**

Approved:

Comments:

_____ PCSC, Major Code 07012

_____ CSC, Major Code 07011

By: _____ Date: _____

CSC Chair / CSC Assoc. Chair

Verification of Equivalency for Non-Articulated Courses

When you want credit for a course you took elsewhere, and the course **does not appear on an articulation (transfer) agreement** in www.assist.org, follow the steps below. We require verification of equivalency before we approve Restricted Registration Permits, Change of Major Petitions, and Graduation Applications if the course you took is not articulated.

Non-Articulated Computer Science Courses:

- **Obtain a “Transfer Course Equivalency”** from the Registrar’s website, www.csus.edu/registrar/ (select the link to “Forms -> Degree Evaluations”).
- **Attach a copy of your transcript.** This is necessary because we do not have access to the transcript you had sent to Registrar’s Office and we must verify your grade. (The copy for us does not need to be official.)
- **Attach a copy of the official course description or outline.** Also, be prepared to discuss what you learned during the next step.
- **Have your proposed substitution approved by the appropriate Course Coordinator.** Note that faculty members are **only** available to evaluate course substitutions during Fall or Spring Semester office hours. Coordinators for lower-division required CSc courses:

CSc 15: Ted Krovetz

CSc 20: Ted Krovetz

CSc 28: Ted Krovetz

CSc 35: Weide Chang

CSc 60: Weide Chang or Chung-E Wang

- **Submit your paperwork to the CSC Department Chair for approval.** Attach it to your Restricted Registration Permit or Change of Major Form.

Other Non-Articulated Courses Required for the Computer Science Major:

- **Obtain a “Transfer Course Equivalency”** from the Registrar’s website, www.csus.edu/registrar/ (select the link to “Forms -> Degree Evaluations”).
- **For Math courses, use a “Math Equivalency” form,** also available in the department and on the web. Provide an official description of the course you took and be prepared to discuss what you learned. Have the equivalency form approved by the Sac State Math Department Chair. If you have units to make up, it will be noted on the form.
- **For science or other courses required for the Computer Science major,** obtain a letter of equivalency from the appropriate Sac State department chair. If units need to be made up, that should be noted in the letter.
- **Attach a copy of your transcript.** This is necessary because we do not have access to the transcript you had sent to Registrar’s Office and we must verify your grade. (The copy for us does not need to be official.)
- **Submit your paperwork to the CSC Department Chair for approval.** Attach it to your Restricted Registration Permit, Change of Major Form, or Graduation Application.