



Academic Change Form:

Students Remaining in or Switching into Rosenstiel

This form is to request a change of Academic Plan (major) within the same College/School or add/remove a program. Students **MUST** consult with their Cane Navigator to verify that they have met all requirements set by the college they wish to transfer to before submitting the form.

Requirements for transferring to the Rosenstiel School with no GPA:

1. If a student does not have a GPA, we will not accept them into the program until after the student's final grades are posted.

*Although students will be unable to change majors, we can aid students in enrolling in MSC 111 and 112. It will be the student's responsibility to provide the desired section that they wish to be enrolled in and send this information to marsciNav@miami.edu.

2. Once the final grades are posted, students are required to meet with the director of the program to review program expectations.

*Please refer to the list of Rosenstiel directors. If you are unable to get in contact with a Rosenstiel director, please email marsciNav@miami.edu.

3. If approved, students will be assigned a faculty mentor by the director. The mentors name should be provided on the academic change form in the additional notes section.

4. Once the student has met with the director and been assigned a faculty mentor the form must be submitted to marsciNav@miami.edu for further processing. Our office will only be accepting **digital forms**.

Requirements for transferring to the Rosenstiel School with a GPA:

1. BS programs require a 2.5 UM GPA, 3.0 preferred, or acceptance by the director

BA programs require a 2.25 or acceptance by the director

2. Meet with the director of the program to review program expectations.

*Please refer to the list of Rosenstiel directors. If students are unable to get in contact with a Rosenstiel director, please email marsciNav@miami.edu.

3. If approved, students will be assigned a faculty mentor by the director. The advisor's name should be provided on the academic change form in the additional notes section.
4. Once the student has met with the director and been assigned an faculty mentor the form can be submitted to marsciNav@miami.edu for further processing. Our office will only be accepting **digital forms**.

Fill out all applicable sections and sign.

If you are a **student athlete** be sure to discuss your requested changes with your athletic advisor and obtain their signature.

If you are an **international student** be sure to discuss your requested changes with your ISSS advisor and obtain their signature.

Your Current Academic Information:

Fill in your current academic information as it shows in Canelink. **(For Rosenstiel Students – School: UGMS)**

Your Requested Changes:

Fill in your Requested Changes to include academic changes you would like to keep as well as those you would like to add. The form says to write “Remove” on items to be deleted, but due to limited space we would prefer that you omit the items you no longer want.

****All academic change forms submitted must be completed with the appropriate program code plans. Please keep in mind that forms will not be processed if they are not completed correctly. Students must provide the appropriate codes to proceed.**

Rosenstiel Directors

Marine Biology & Ecology Program Director

Dr. Liza Merly - lmerly@earth.miami.edu

Marine Affairs Program Director

Dr. Jessica Bolson-
jbolson@earth.miami.edu

Marine Science Program Director

Dr. Kim Pependorf-
kpendorf@earth.miami.edu

Meteorology Program Director

Lisa Murphy Goes - l.murphy7@earth.miami.edu

Oceanography Program Director

Dr. Blaire Umhau - b.umhau@earth.miami.edu

Geological Sciences Program Director

Dr. James Klaus - jklaus@earth.miami.edu

Popular Plan Codes

Please see below a list of all Rosenstiel plan codes. This list includes all Rosenstiel majors and popular minors. For any plan codes not listed refer to the link below for all UM major/minor plan codes. Please reference both lists to assist you in completing the academic change form.

Rosenstiel Major Plan Codes: Choose an item.

Popular Minor Plan Codes: Choose an item.

Please click [here](#) to view the major and minor plan codes.

Please select this link to be directed to the page to request an [Academic Change Form](#)