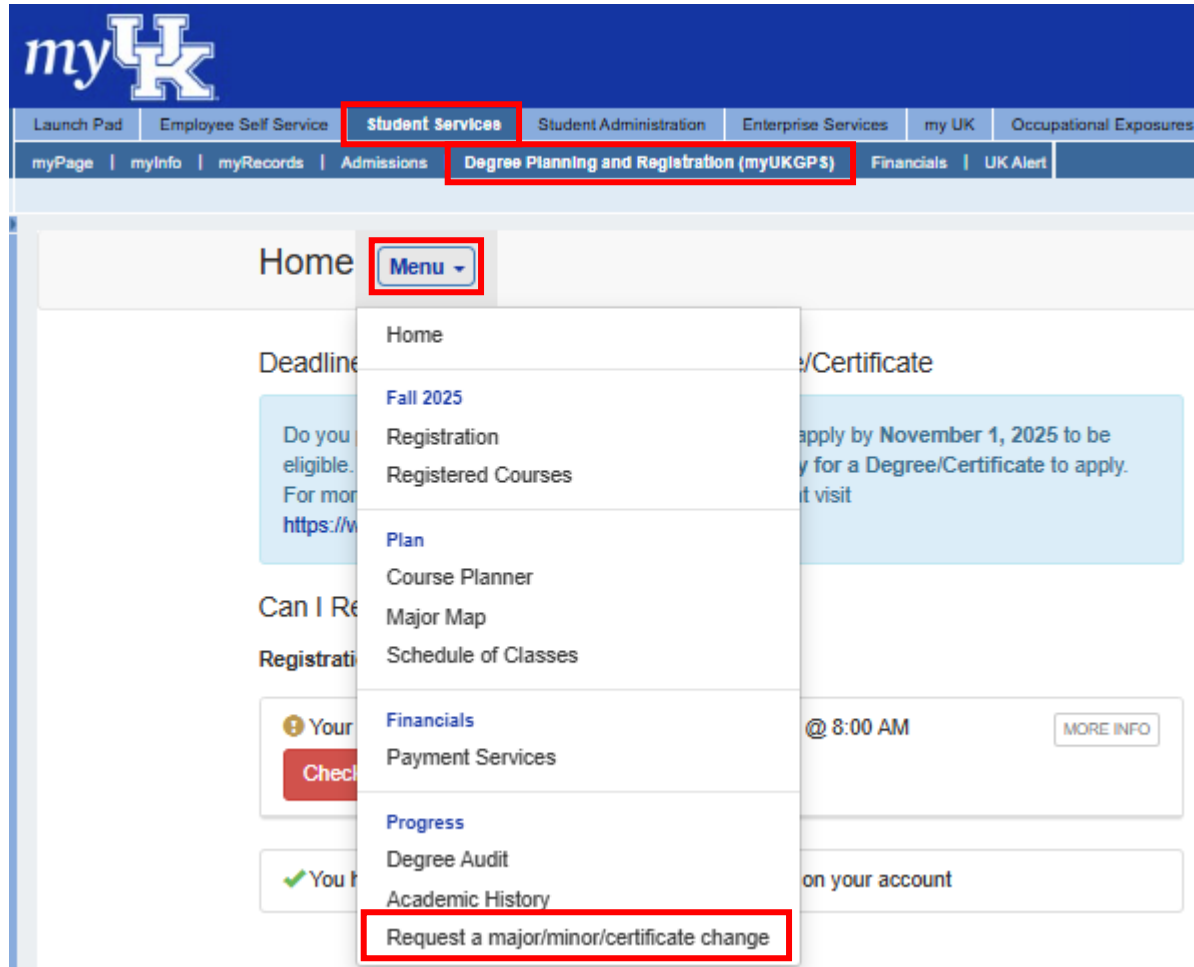


ADDING A CERTIFICATE

UNDERGRADUATE STUDENTS

ADDING A CERTIFICATE



LOG IN TO MYUK AND SELECT “Student Services,” THEN “Degree Planning and Registration (MYUKGPS).”

TO REQUEST TO ADD A CERTIFICATE, EITHER:

- FROM THE “HOME” DROPDOWN MENU, SELECT “Request a major/minor/certificate change.”
- FROM THE “HOME” PAGE, SELECT “Request a major/minor/certificate change” UNDER THE “My Program of Study” box

My Program of Study

ORGANIZATION

College of Social Work

PROGRAM

Bachelor of Arts in Criminal Justice

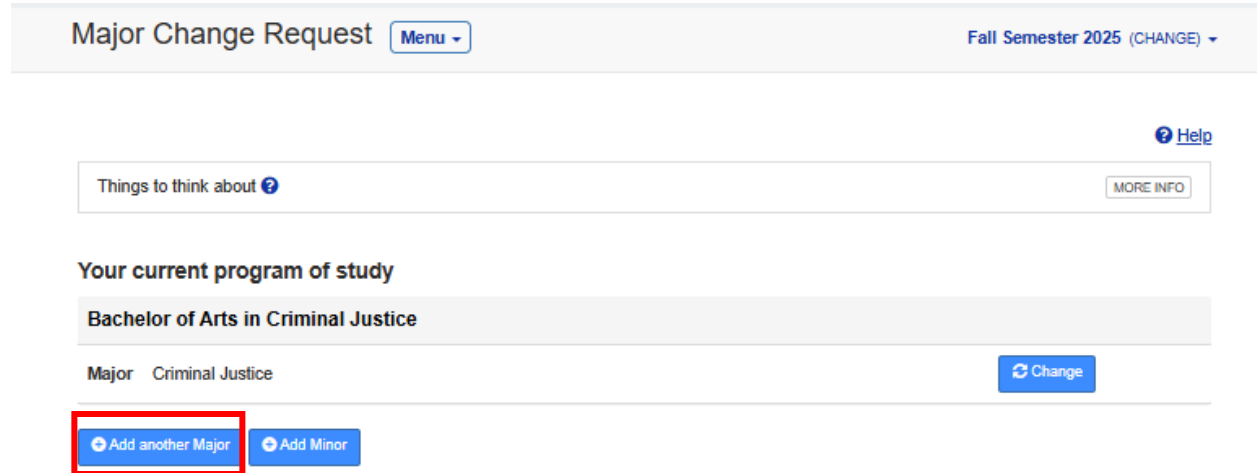
MAJOR

Criminal Justice

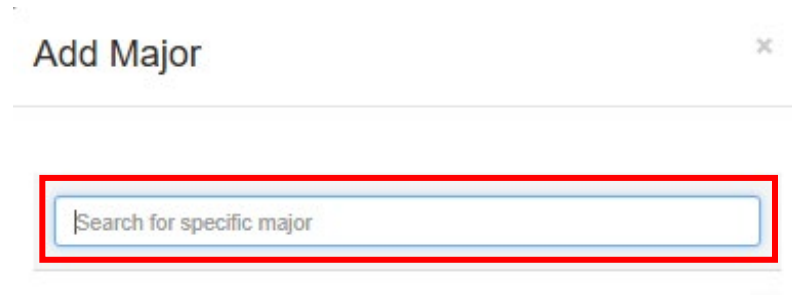
[Request a major/minor/certificate change](#)

ADDING A CERTIFICATE

UNDER THE “Major Change Request”
PAGE, SELECT “Add another Major.”



SEARCH FOR THE CERTIFICATE YOU WISH
TO ADD IN THE TEXTBOX.



ADDING A CERTIFICATE

FILL OUT THE “Describe your plan” SECTION, STATING WHY YOU ARE REQUESTING TO ADD THE CERTIFICATE.

SELECT “Submit Request” ONCE FINISHED.

ALL REQUESTS REQUIRE COLLEGE APPROVAL. YOU WILL BE NOTIFIED IF APPROVED OR DENIED BY EMAIL.

FOR MORE INFORMATION, PLEASE VISIT THE REGISTRAR’S [Online Major Change FAQ](#)

Major Change Request
Menu
Fall Semester 2025 (CHANGE)

Help

Things to think about
MORE INFO

Your current program of study

Bachelor of Arts in Criminal Justice

Major Criminal Justice
Change

Add another Major
Add Minor
Start Over

Action Summary

+ Adding another major Musical Theatre for Dance Majors - Undergraduate Certificate in Fine Arts

Choose another action above if you have additional requests

Describe your plan:
Your current advisor and a representative in the requested college will receive this information.

Submit Request