HOW TO DECLARE YOUR MAJOR/MINOR ONLINE*

- Visit www.qc.cuny.edu/declare
- Sign into your MYQC account
- Follow the steps below.

Step 1: Read and check box to accept the Agreement. Click Next.

Step 2: Fill out all student information. Click Next.

Step 3: Check box whether you want to declare, change, add and/or drop a major/minor. Under the Actions below, choose what Major or Concentration you want to declare and Click Next. If you want to add more than one, hit “Add Another”.

Step 4: To Confirm Action, type in your full name below (under Student Approval) and Click Next..

Step 5: Make sure all information is correct, check agreement box below and hit Submit. A copy of your form has been sent to your Queens College account.

Step 6: FINAL STEP! To complete your request, you need to print the form and obtain required signature(s) from the respective Department(s). Then return the printed form to the One Stop Office (Dining Hall Rm 128) for final processing.

* Some majors require a formal application process and/or have entrance criteria, please consult with a faculty advisor to find out more about all the requirements (e.g. Business Administration - Corporate Finance, International Business, Actuarial Studies; Dietetics, Neuroscience, Communication Sciences and Disorders (aka Speech Pathology); Music; BFA-Studio Arts; Design; Elementary/Childhood Education).

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