



## KWAME NKRUMAH UNIVERSITY

### MEMORANDUM

**TO : ALL STUDENTS**

**FROM : ACTING ASSISTANT REGISTRAR (A&A)**

**DATE : 1<sup>ST</sup> OCTOBER 2020**

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**SUBJECT : CHANGE/SWAPPING OF MAJOR AND MINOR**

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Please be informed that change or swapping of Major and Minor courses is done by a formal process and governed by the academic policy.

Furthermore, this process is only done at the beginning of the academic year, Term 1, after publication of results and not in the middle of the academic year (Term 2 & 3).

Conditions for change of combination according to the Academic Policy are as follows;

1. The change of minor or major will only be applicable to students not carrying arrears in the courses belonging to the school/department.
2. The rules for prerequisite courses shall apply in a case where a student has changed major or minor course.

No recognition will be made to changes of course major/minor without approval from relevant offices.

**TEMBO FREDRICK**  
**ACTING ASSISTANT REGISTRAR (A&A)**



**Copy:** Deans  
HODs  
Acting Deputy Registrar  
ICT