How Do I Declare My Major?

**Step 1:** After signing into *GothicNet*, go to *My Menu* then click on Students>Student Self Service>Declare My Major.

**Step 2:** *Requested Major* - Click on and select the major.

**Step 3:** *Concentration* – Click on and select the concentration of the major.

**Step 4:** Click on the + to add a Co-Major and/or Minor for the student. **Important Note:** Only 2 concentrations can be added for each request that is submitted.

Once everything has been entered, click on the **Submit** button.
Once you have submitted the request, a confirmation page will appear summarizing the request that has been submitted. Also, an email notification will go to your NJCU email as well as UAC@njcu.edu.
How Do I View My Major Declaration History page?

**Step 1:** After signing into *GothicNet*, go to *My Menu* then click on Students>Student Self Service>View Major Declaration History.

**Step 2:** Click on [Search](#) to view all the declaration of major requests that you and/or an advisor have submitted. In the column of **Completed**, you will be able to view which have/have not been completed.

**Step 3:** Click on the request that you would like to view.
Step 4: You can view the Major Declaration History page along with any comments that your Academic Advisor has given.