

Request for Undergraduate Major Selection

Date: [Insert Date]

To: [Advisor's Name]

Department: [Department Name]

Subject: Request for Major Selection

Dear [Advisor's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Current Year, e.g., sophomore] majoring in [Current Major, if applicable] at [University Name]. I am writing to formally request a change in my undergraduate major to [Desired Major].

After careful consideration and reflection on my academic and career goals, I believe that pursuing [Desired Major] will better align with my interests and aspirations. I am particularly drawn to [briefly explain reasons for your interest in the new major, e.g., specific courses, career prospects, etc.].

I kindly ask for your guidance and approval to initiate this change. I am eager to discuss this matter further and explore the necessary steps to transition into the [Desired Major] program.

Thank you for considering my request. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID]

[Your Contact Information]