

**CHANGE OF MAJOR PROCEDURES**

**To Change From Undeclared Or Other CSUN Major To PRE-CTVA:**

Obtain a “Change Of Major” form, and a “Change Of Major Questionnaire” from the CTVA office. Fill in all of the personal information requested on the top of the “Change Of Major” form, and the “Current Major/Option”, “New Major/Option” sections. Complete all of the indicated sections of the “Change Of Major Questionnaire”. Turn the completed forms into the CTVA office either in person or by mail. The mailing address is:

Cinema and Television Arts Department  
California State University, Northridge  
18111 Nordhoff St.  
Northridge, CA 91330-8317

**CHANGE OF MAJOR FORMS WILL ONLY BE ACCEPTED BY THE DEPARTMENT TWICE A YEAR.**

The number of applicants that will be granted admission into the major will be limited. You will be notified in approximately one month what action the Department has taken with regard to your application. If accepted, the Department will send the change of major form into Admissions and Records so that it can be recorded.

**To Change From PRE-CTVA To RADIO, TELEVISION, or MULTIMEDIA PRODUCTION, SCREENWRITING, MEDIA THEORY or MEDIA MANAGEMENT options:**

You can change from PRE-CTVA to the CTVA option of your choice as soon as you have received grades in the four required PRE-CTVA courses. THIS CAN BE DONE AT ANY TIME DURING THE YEAR.

Obtain a “Change Of Major” form from the CTVA office or from Student Services. Fill in all of the personal information requested on the top of the form, and the “Current Major/Option”, “New Major/Option” sections. Turn the completed form into the CTVA office where we will verify your grades for the PRE-CTVA courses. You must have a grade of C- or better in each course; B- or better is required in CTVA 220 if you want to enter the Screenwriting option, and in CTVA 250 if you want to enter the Film Production option. If your grades prove to be appropriate, you will be signed into the CTVA option of your choice, and the office will send the “Change Of Major” form into Admissions and Records for you.

**Students wishing to change from Pre-CTVA to the FILM PRODUCTION OPTION:** a portfolio review will be required. See a Film Option Advisor for more information about what will be needed.

If you have any questions regarding the change of major procedures, please contact the Cinema and Television Arts office in Manzanita Hall 195, or call (818) 677-3192.

CHANGE OF MAJOR QUESTIONNAIRE

Name \_\_\_\_\_  
Last First Middle

Mailing address \_\_\_\_\_  
Street Address City State Zip

Application Date: \_\_\_\_\_

Current Major/Option \_\_\_\_\_ New Major/Option \_\_\_\_\_

**Please answer the following questions (print legibly):**

1. Which option do you want to major in and why?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. How did you come to the conclusion that Cinema and Television Arts is the major for you?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Have you completed your lower division writing requirement? Yes \_\_\_ No \_\_\_

Did you take the upper division writing exam? Did you pass? Yes \_\_\_ No \_\_\_

**To be completed by CTVA Office:**

Pre-CTVA courses completed? Yes \_\_\_ No \_\_\_ GPA: \_\_\_ CTVA units completed \_\_\_\_\_

Accepted into major/minor: Yes \_\_\_ No \_\_\_ Date reviewed: \_\_\_\_\_

If not approved, recommendation to student: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_