

Louie

How to Change Your Major, Minor, Certificate, or Emphasis Transcript

Let's take a look at how to change your major, minor, certificate, or emphasis in LOUIE.

Navigate to nau.edu/louie. Click Log into Louie and log in with your NAU Credentials. Here you will see your student homepage. Click the "Academic Record" tile. On the left-hand side, click "Change of Major".

After reading the prompt, click "Accept" and "Continue". If you receive an error message on this page, please consult with your Academic Advisor on what to do next.

Here you'll see your current major. You may change this by clicking the "Update" button to the right of your current major. You can search for your new major by typing the first word or few words into the search box. Double check your spelling if it doesn't show up. Repeat this for any other parts of your degree plan that you'd like to update.

You may also add a new minor or certificate by clicking on "Add Minor or Certificate" and then typing the first word or few words into the search box. Select the correct minor or certificate, and then review your selections. If you're interested in adding a second major, please see your Academic Advisor for assistance.

If your selections look correct, fill in the two drop down boxes at the bottom of the screen. Indicate whether you consider yourself a fulltime or parttime student from the drop down labeled "I consider myself a", and double check the semester listed next to the drop down labeled "I expect to Graduate in". Click "Save Pending Changes" read the prompt, then click "OK", and you are all set!