

Add/Drop a Certificate Program

1.	Within SOAR, navigate to the Enrollment menu.
	Senrollment
2.	Click Change of Major (UGRD ONLY).
	S Enrollment
	Schedule Builder
	Shopping Cart
	Drop Classes
	Drop ALL Classes (Withdrawal)
	Special Permissions - Add/Drop
	Planner
	View Wait List
	Enrollment Dates
	Enrollment Verification USM
	Change of Major (UGRD ONLY)
3.	Click Add/drop a double major option.
	Note: It is recommended that you discuss any c current campus will be available for selection. Undergraduate students may only change their
	campus change or bulletin/catalog year change made an error, please contact DPS Office. a Add/drop a double major
	b. Bulletin/Catalog Year Change c. Campus Change
	d. Add/Drop Certificate Program 🥢
4.	Fill out the form appropriately and submit.
	NOTE: Turn off pop-up blockers if you have an issue with the form appearing.