Eligible Boston College undergraduate students may apply to transfer into the Lynch School of Education <www.bc.edu/lynchschool>. To be qualified, students should:

- have a minimum 3.0 grade point average
- have a record free of academic deficiencies
- complete at least four semesters of full-time study in the Lynch School of Education
- transfer into the Lynch School after completing freshman year or thereafter

Students should also make an appointment with Assistant Dean, Audrey Friedman, or Associate Director, Maureen Raymond to begin the process. Students are then invited to submit the following application materials:

- **Internal Transfer Application form**
- **Adjust a Major/Program of Study form**
- **Application for Admission to Teacher Education Programs** *(required for students who plan to pursue a teacher education major: Elementary Education or Secondary Education.)*
- **Academic Integrity Form**
- **Personal essay:** a 250-word essay that provides a thoughtful rationale for becoming a teacher or a human service provider. This essay must be completed using word processing software.

**Teacher Education Majors**

- Students declaring Elementary Education as their major must also enroll in a second major in the College of Arts and Sciences or in an Interdisciplinary Major.
- Students declaring Secondary Education as their major must also enroll in a second major in the College of Arts and Science in a licensure area: English, history, mathematics, biology, chemistry, geoscience, or physics.

**Applied Psychology and Human Development Majors**

- Students enrolling in the Applied Psychology and Human Development major must also declare a six-course minor in the College of Arts and Sciences, complete the Management and Leadership minor (if accepted) from Carroll School of Management, or declare a second major or interdisciplinary major.

Applications will be reviewed and students will be notified, via email, of acceptance or denial at the end of the semester. An academic advisor will be assigned to the accepted student, at which time it is essential that the student make an initial appointment with the advisor to review the program of study and subsequent appointments to review programs each semester until graduation. All students are welcome to make an appointment with Assistant Dean Audrey Friedman, Campion 118, or Associate Director, Maureen Raymond, Campion 104, at any time during the year. Students planning to study abroad, should make an appointment with Maureen Raymond.

Lynch School of Education Social Sciences CORE: APSY1030 and APSY1031.
Lynch School of Education Cultural Diversity CORE: APSY1031.
Internal Transfer Application

Arts & Sciences, CSOM, Lynch School of Education, CSON

Please note: Please check with the school's Office of the Dean, as each school may require additional forms. Students applying for Internal Transfer should register in their existing schools at Registration in November or April and make adjustments during the Drop/Add period.

Eagle ID Number: ____________________________  Today's Date: ________________

Name: ____________________________

Last               First               Middle Initial

Email Address: ____________________________  Today's Date: ________________

Cell Phone Number: ____________________________

Local Address: ____________________________

Home Address and Telephone: ____________________________

Indicate present school: ____________________________  Current year of graduation: __________

College of Arts & Sciences (01)
Carroll School of Management (07)
Connell School of Nursing (08)
Lynch School of Education (09)

Indicate present major(s): ____________________________

Do you plan to keep this major as a second major? ____________________________

I am applying to the following school (check one):

College of Arts & Sciences (01)
Carroll School of Management (07)
Connell School of Nursing (08)
Lynch School of Education (09)

I am applying for an internal transfer beginning in the (check one)  Fall  Spring semester of the

20____ - 20____ academic year.

My new major(s) will be: ____________________________

Indicate a minor if applicable ____________________________

Lynch School Students:

• Please request a current registration notice and state requirements handout before registering for courses.
• Do you plan to study abroad in junior year?  Yes  No  Unsure

(Please make an appointment with either Maureen Raymond or Rebecca Schmitz.)

Dean's Signature: ____________________________  Student's New Class: __________  Date: __________
Procedure for Declaring / Changing a Major or Minor

Majors indicated upon admission to Boston College are not considered ‘official.’

All Lynch School undergraduate students must ‘officially’ declare their majors via completing two forms and submitting them to the Office for Undergraduate Student Services, Campion Hall 104. Forms are available in Campion Hall 104 and 106 or on the Lynch School website: <www.bc.edu/lynchschool>

1. Adjust Major/Program of Study form (required by all students.)
   Students will indicate their Lynch School major, interdisciplinary major or A&S major, in addition to any minors.

2. Application for Admission to Teacher Education Programs form (required by students pursuing a teacher education major or minor.) A minimum grade point average of 3.0 is required to officially declare a teacher education major.

Beginning with the Class of 2014, students may choose a major in Applied Psychology and Human Development as either their primary Education major or as one of five interdisciplinary majors for Elementary Education majors. Students in the Class of 2014 and beyond should make sure that they are following the new program of study for this major.

Declaring A&S majors or minors: Students who plan to declare any A&S major, should list the major on the Lynch School declaration form. All A&S majors and minors should be declared through the Lynch School of Education; however, some declarations must be processed through the A&S department.

Declaration forms will be reviewed and processed by the Lynch School. Students may check their records electronically to confirm that their declarations have been processed. If the forms are incomplete or if the student does not meet the required grade point average (3.0) to ‘officially’ declare their majors, the student will be notified via email. The student should reapply at the end of the next academic semester. Students who are uncertain whether they have “officially” declared their majors or minors, should check with a staff member in Campion 104.

Students may declare a major/minor at any time, however, declaration forms that are received too close to the pre-registration period may not be processed in time for a student to easily register for required courses under the new major.

3/2014
Adjust Major/Program of Study

PLEASE PRINT: Students are required to complete & submit this form when declaring or changing majors/minors.

Name: ____________________________________________

Eagle Number: __________________________ Email Address ______________________________________

Cell Phone #: __________________________ Today’s Date: ___________ Grad __________ Year: __________

● Add a Primary Major  ● Drop a Primary Major

All Primary majors, except for APHD, require an Application for Admission to Teacher Education Programs in addition to this form. All Secondary Education Majors will be assigned a Lynch School Advisor by subject.

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<td>C6</td>
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<td>APHD/Social Work (*must apply to program)</td>
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● Add an Interdisciplinary Major or Minor

All Lynch School majors, except Secondary Education, may choose one of six interdisciplinary majors as a second major.

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<td>C6</td>
<td>C6</td>
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<td></td>
<td>Focus: A, B, C</td>
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</tbody>
</table>

● Arts & Sciences Major Notification

MY A&S MAJOR is: ________________________________________

MY A&S Minor is: ____________________________

● Minor required for Applied Psychology and Human Development (^APHD) majors:

APHD majors are required to declare an A&S minor (6 courses) if they do not declare a second major or interdisciplinary major. Students are required to declare the minor with Lynch School, NOT A&S.

^APHD majors who double major, or who have been accepted to the Management and Leadership Minor or to the Leadership in Higher Education Minor, are not required to declare an A&S minor.
Boston College
Lynch School of Education
Application for Admission to
Teacher Education Programs

This form MUST accompany all declarations in major for students who are declaring a teacher education program.

Name _____________________________ Eagle # __________________
Email Address _______________________ Cell  Phone # ________
Expected Date of Graduation __________ Date of Application __________

Directions: Lynch School of Education students, Secondary Education Minors, and prospective transfer students must complete the Application for Admission to Teacher Education Programs form and the accompanying Adjust Major/Minor Program of Study form. Please complete and return the two forms to the Office for Undergraduate Student Services in Campion Hall 104.

Check one:

{ } Elementary Education (see state regulations)
{ } Secondary Education

{ } Special Education Minor
{ } Middle School Math (Elementary Majors)
{ } Middle School Math (Secondary Majors)

Please do not write below this line

----------------------------------------------------------------------------------
Action Taken                          Date: __________________________
{ } Admit                              { } G.P.A.
{ } Assessment of Basic Skills
(entrance essay, course grades, etc.)
{ } S.A.T. scores
{ } Interview

{ } Reject                            { } G.P.A. too low
{ } Academic record contains deficiencies
{ } Unable to complete required courses by graduation
{ } Term in LSOE would not meet four semester requirement

----------------------------------------------------------------------------------
Signature:  Associate Director or Assistant Dean
for Lynch School Undergraduate Student Services

Date

3/2015