



# PSYCHOLOGY DECLARATION CHECKLIST



**All students declaring Psychology as their major must fill out this checklist and bring it to their Advising Meeting**

## ***What is this sheet and what do I do with it?***

The intention of this sheet is to get you to ask yourself a series of relevant questions that will help you declare your major and graduate successfully. This is not a formal document, it is simply a checklist/worksheet that you need to complete before your advising meeting.

## ***What do I bring to my advising meeting?***

- (1) The checklists on the reverse side of this sheet, fully completed
- (2) Your Degree Evaluation report
- (3) Academic Advising form for declaring a Major (“Declaration/Change of Major” form), fully completed

## ***What are the Requirements of the Psychology Major?***

At graduation you should have:

- \* completed all basic Proficiency and GER requirements (listed on the Academic Advising form)
- \* taken Psyc 201, Psyc 202, Psyc 301, Psyc 302, one 400-level (from Psyc 410-422) Psych lab course, plus six Psyc electives. Four electives must be chosen from courses numbered 310-318; two of these must be odd numbered (e.g., 313 and 317) and two even numbered (e.g., 314 and 318). The remaining two electives must be chosen from courses numbered 350-480 and at least one must be numbered above 440, but can be either odd or even numbered.
- \* a grand total of **36** or more accumulated Psyc credits
- \* a grand total of **120** or more accumulated course credits overall

## ***How do I complete the Academic Advising form?***

- (1) On the front page, fill out all appropriate fields of the Academic Advising form
  - \* check off basic Proficiency/Seminar Requirements as appropriate
  - \* write in the course title and number for GERs you have taken (e.g. GER7 “Phil 201”)
  - \* check the box and write the name of GER courses not yet completed that you *plan* to take to satisfy the GER
- (2) Complete Checklist #1 on the reverse of this sheet
- (3) Make a semester-by-semester calendar for each remaining semester you intend to be at the College until graduation. Write down each semester and year (e.g. Spring 2006, Fall 2006, Spring 2007, etc.) Under each semester, list ALL courses you plan to take that semester and clearly indicate the number of credits for each course. Do this neatly on scrap paper. Use the course catalog to choose your courses. Bring this schedule to your advising meeting.

*Your intention here is to formulate a schedule for the remainder of courses you plan to take, listing each and every course in the term you intend to take it. This includes Psychology as well as non-psychology courses. You can change your mind later about particular courses or your Psych electives, listing them just specifies your current intention. You do not need your Advisor’s permission to make equivalent substitutions or change a course from one semester to another later on. If you are unsure which courses to select you can discuss that at your advising meeting. You should nevertheless make and fill out the schedule as completely as possible.*

- \* label each coming Semester (Spring/Fall) and indicate its year
- \* list ALL courses (psychology or otherwise) you plan to take until graduation making sure to include Proficiencies/GERs you still need, as well as Psychology courses you still need from Checklist #1

**MAKE SURE** (a) courses you intend to take are actually offered in the term you plan to take them  
(b) you have all prerequisites for each course you plan to take

- (4) Using Checklist #1 and the schedule you made, completely fill in Section C of the Advising form. “Core Courses for Major” include Psyc 201, Psyc 202, Psyc 301, Psyc 302, plus your chosen 400-level Psyc lab course.

*Now complete Checklist #2 of this sheet & you are ready for your advising meeting.*



## Checklist # 1

**I have taken or I am currently taking:** Either check off, or write “still need” on the line to right.

Psyc 201 \_\_\_\_\_

Psyc 202 \_\_\_\_\_

Psyc 301 \_\_\_\_\_

Psyc 302 \_\_\_\_\_

**the 400-level lab course I intend to take is \*** \_\_\_\_\_ (write course number Psy 410-422)

**My 6 Psychology electives either taken, in progress, or that I intend to take are:**  
(write one course number on each line below, put an asterisk \* beside any course you *plan* [still need] to take)

Note: odd numbered courses = PSYC 311, 313, 315, 317;  
even numbered courses = PSYC 310, 312, 314, 318

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odd#	odd#	even#	even#	≥ 350	≥440
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(return to Step 3 of “How do I complete the Academic Advising form?”)

## Checklist #2

\_\_\_\_\_ (write number) The total of PSYCHOLOGY credits I will have at graduation is

Calculate this number by adding the following

- \* Psychology course credits **awarded that visibly show on your Degree Evaluation form**
- \* Psychology course credits from Psychology courses you are taking right now
- \* Psychology course credits from the schedule you made for Psychology courses you plan to take in future semesters

\_\_\_\_\_ (write number) The grand total of ALL course credits I will have at graduation is

Calculate this number by adding the following

- \* all course credits **awarded that visibly show on your Degree Evaluation form**
- \* course credits from all courses you are taking right now
- \* all course credits from the schedule you made for all courses you plan to take in future semesters (including Psychology, non-Psychology, GER, etc.)

**IMPORTANT: Do not guess, do not assume, do this math carefully!**

If you are unsure how to fill out aspects of your Advising Form or the checklist, don't panic. We can address these issues at our meeting. Good luck & we look forward to seeing you. The Psychology Major's Handbook is available at: <http://www.wm.edu/Psychology/> and provides additional useful information on majoring in Psychology (e.g., careers, graduate school).

