Process for Declaring American Studies Major

1. Get “Academic Program Changes” form Dean’s office (ICC 303)
   - Concentration is “n/a” for not-applicable
   - Faculty Adviser is “M. Tinkcom” who is the director of AMST and the default faculty adviser
   - Department Approval – you will need to get Prof. Tinkcom’s signature here

2. Get Prof. Tinkcom’s signature by:
   - going to his regular office hours - office is directly across from CBN 301
     Spring Office Hrs (Wed. 3-5pm) and Fall Office Hrs (Tues. 2-4pm)
   - OR, emailing him to set up a time to meet (tinkcomm@georgetown.edu)

3. Drop of your signed form to the Dean’s office (ICC 303).

4. Get a copy of the American Studies “Planning Document for Majors” form from:
   - Am Civ I/II Blackboard site under Documents
   - OR, by emailing Colva Weissenstein at amst@georgetown.edu

5. Fill out the “Planning Document for Majors” form after thinking through your interests.

6. Within 2 weeks of declaring the major, email a soft copy of the “Planning Document for Majors” to amst@georgetown.edu for our records. You will NOT be added to our list of majors until we receive this form.

   Congratulations -- You are now officially an AmStud!

7. Each semester, during pre-registration, update your “Planning Document for Majors” form based on your evolving interests.

8. Bring a copy of your latest “Planning Document for Majors” form to formal and informal meetings with deans and faculty members when you are having discussions about your courses and scholarly interests.