

UVA Department of Media Studies Instructions for Declaring the Major

Welcome to Media Studies! We're glad to have you joining the Department and look forward to working with you.

The process for declaring a major in Media Studies is designed to help you understand the Media Studies curriculum and imagine your path through the major. Not all classes are offered every semester, so changes to your proposed schedule are likely to happen, and you will not be held to the set of electives placed in the declaration.

Step One—Go to the [Media Studies Web Site](#)

1. Review Media Studies [Major Requirements](#).
2. Browse our [Course Catalog](#) and see courses offered.

Step Two—Contact the department's Academic Coordinator Julie Gronlund at jlg2r@virginia.edu with any questions. No questions? Move to Step 3.

Step 3—Complete the [College's Declaration of Major DocuSign form](#).

1. Page One – contact information
 - a. Enter your **name & UVA email** address.
 - b. Enter Declaration of Major Contact: **Julie Gronlund (jlg2r@virginia.edu)**
 - c. Click on **Begin Signing**.
2. Page Two – student/major/class information
 - a. Enter **Student Information**
 - b. Enter **Major Information**
 - c. **Enter proposed schedule of classes** (be sure to include the tentative # of program hours as 31).
 - i. Required Courses (5):
 1. MDST 2000: Introduction to Media Studies
 2. MDST 3050: History of Media (**must be taken in the 3rd year**)
 3. MDST 3504: Topics in Global Media
 4. MDST 3510: Topics in Media Research (**must be taken in the 3rd year**)
 5. MDST 4510: Capstone (**must be taken in the 4th year**)
 - ii. Electives (5):
 1. Practice of Media Elective (from approved [list](#))
 2. Diversity & Inclusion Elective (from approved [list](#))
 3. MDST 3000+ Elective 1 (from [Undergraduate Catalog](#))
 4. MDST 3000+ Elective 2 (from [Undergraduate Catalog](#))
 5. MDST 3000+ Elective 3 (from [Undergraduate Catalog](#))
3. Hit Finish.
4. The Declaration of Major Contact will review your submission and assign you an advisor.
Note: If the declaration of major form is not filled out correctly, it will be voided and you will need to resubmit.

KEEP AN EYE OUT FOR THESE COMMON REASONS DECLARATION FORMS ARE RETURNED:

1. **Student lists classes outside the Media Studies Department that have not yet been approved.** For the purposes of declaring, select classes from approved lists and our undergraduate catalog only. Exceptions can be requested once your declaration has been approved.
2. **Student completes the form as a Distinguished Major.** For the purposes of declaring, assume you will not be in the Distinguished Majors Program. Adjustments will be made if you enroll in the DMP.
3. **Student proposes to take more than one Practice of Media class.** Most Practice of Media classes do not count as Media Studies electives. Only one Practice of Media Class (excepting those with an *) can be applied to the major.
4. **Student does not list MDST 3050 and MDST 3510 in their 3rd year.**
5. **Student does not list MDST 4510 in their 4th year.**