Academic Minor Form

TO BE COMPLETED BY STUDENT – PLEASE PRINT NEATLY!

ID                                   Last Name          First Name                                   MI

Email Address: ___________________________   Cell Number: __________________________

Current Major: ___________________________   Concentration (if any): __________________________

Earned Credits   Expected Graduation Date

Major Advisor Signature (REQUIRED):

_________________________________   ____________________________    ____________________________

Print Name   Signature   Date

✓ Check all that apply:

___ I wish to declare a minor:

Please Print   Effective Term

Minor Department Chairperson’s Signature (REQUIRED):

_________________________________   ____________________________    ____________________________

Print Name   Signature   Date

___ I wish to drop a minor. My minor to be dropped is:

Please Print

Minor Advisor Signature (REQUIRED, only if dropping a minor):

_________________________________   ____________________________    ____________________________

Print Name   Signature   Date

Please return completed form to: Registrar’s Office, 1st Floor Lyle Hall

ADVISOR CHANGES ARE PROCESSED BY THE DEPARTMENT SECRETARY

NOTE: Form is not valid if altered in any way

Directions for students:
1. Complete all requested information necessary for processing changes.
2. Please print all information clearly.
3. Obtain signature of your current major advisor.
4. Present form to department chair of your new minor or department chair of minor you are dropping.
5. Return completed form to Academic Advisement and Student Development in Lyle all for processing.

Directions for Minor Department Chairs:
1. Please verify student’s information.
2. Print name in designated area.
3. Have department secretary assign new advisor in Banner.