Academic Minor Form

TO BE COMPLETED BY STUDENT – PLEASE TYPE OR PRINT NEATLY! ID Last Name First Name Email Address: _____ Cell Number: _____ Current Major: _____ Concentration (if any): _____ **Expected Graduation Date Earned Credits** 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 Advisor to assign for a declared minor

Please return completed form to: Registrar's Office, 1st Floor Lyle Hall **NOTE: Form is not valid if altered in any way**

Please Print

Directions for students:

- 1. Complete all requested information necessary for processing changes. Valid minors are noted with the Undergraduate Programs listing under Academics on the website.
- 2. Please type or print all information clearly.
- 3. Obtain signature of your current major advisor.
- 4. If adding a minor, present form to department chair of your new minor.

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

5. Return completed form to the Registrar's Office in Lyle Hall for processing.

Directions for Minor Department Chairs:

- 1. Please verify student's information.
- 2. Print name in designated area.
- 3. List the new advisor to be assigned if minor is being declared. Department secretaries are able to access advisor assignment. They should be adding or changing the advisor as appropriate for the new minor. Please contact the Registrar's office if there's question about assigning the advisor.