

Minor Declaration Form

Before completing: Students should review the minor policy as printed on the back of this form and/or in the Undergraduate Catalog.

Student Name: _____ **Student ID:** _____
Last Name First Middle

Student's Major (Academic Plan): _____ **Student's Major College:** _____

Choose one of the following:

Declare a Minor

I am requesting to declare a minor of: _____.

I have discussed the degree requirements of the minor with my major academic adviser. I understand that if I change my major, my minor will remain as a degree requirement unless I delete or change it.

Change a Minor

I am requesting to change my minor from _____ to _____.

I have discussed the degree requirements of the minor with my major academic adviser. I understand that if I change my major, my minor will remain as a degree requirement unless I delete or change it.

Delete a Minor

I am requesting to remove my minor of: _____. I understand that I will not receive the minor.

I agree to follow the terms of my new degree plan. I have read and understand the minor policy as outlined in the undergraduate catalog. I understand I must complete my minor requirements, along with major requirements, prior to graduation. I agree to see my minor academic adviser if I have any specific questions about minor requirements or substitutions.

STUDENT SIGNATURE (REQUIRED)

DATE

PHONE NUMBER

MAJOR ACADEMIC ADVISER NAME & SIGNATURE (REQUIRED)

DATE

Major Academic Adviser

Minor requirement has been added to student's record. Copy of this form has been sent to the minor academic adviser. If there are questions on requirements or necessary changes/substitutions, the major adviser will contact the minor adviser to reach a resolution.

Signature: _____

Date: _____

Requirements for a Minor

Students may earn a minor by satisfying certain requirements. The general requirements are as follows:

1. Students must complete a minimum of 15 semester hours in the minor field.
2. At least nine of the 15 semester hours must be 3000 level or higher.
3. At least six of the nine 3000 level or higher semester hours must be taken in residence at UHCL.
4. Students must earn a 2.00 minimum cumulative grade point average on courses attempted in the minor at the University of Houston-Clear Lake.

Minors may include additional requirements but will require no less than 15 semester hours of work in the minor field of study. The 15-hour limit excludes prerequisite courses.

Minors must be completed prior to graduation. Minor hours do not need to be completed within a student's primary program of student (typically 120 hours). Minor hours do not alter excess hour fee requirements.

Minors may be associated with a disciplinary program or may be interdisciplinary. Interdisciplinary minors will comprise a planned integration of two or more disciplines with program and school approval.

Not all programs offer minors, but those that do will provide academic advice for the students who seek minors in their areas.

Substitutions in a minor can be initiated by either the major- or minor-granting department, but must be approved by both departments.

Students should consult the requirements listed in the catalog.

A minor is displayed on the transcript after graduation but is not displayed on the diploma.