



DECLARATION OF AN ACADEMIC MINOR

Academic Minors are declared when the course work for the minor has been completed by the student (or, in the semester prior to the student's graduation, if course work related to the minor is being completed in his/her final semester). To declare a minor, students should:

- Complete Section A below, and
- Submit this form **with an unofficial copy of your degree audit** to the Educator Information Office in Room 121 Furcolo Hall.

The Educator Licensure Office is responsible for reviewing your transcript and certifying that all requirements have been met. Your Declaration will be sent to the Registrar by our office. You will be contacted via email if there is any problem in terms of meeting requirements.

Section A: Identifying Information

Last Name: _____ First Name: _____ M.I. _____

Class: _____ ID Number: _____

Major(s): _____

Email Address: _____

Title of Academic Minor: Education

Section B: Certification of Completion of an Academic Minor (to be completed by an authorized representative of the department offering the Minor)

This certifies that the above-named student:

_____ Has completed all requirements of the minor with a minimum cgpa of 2.50 in all courses for the minor.

_____ Will have completed all requirements of the minor with a minimum cgpa of 2.50 upon satisfactory completion of the following courses in progress for the minor.
(must list specific courses):

_____	_____
_____	_____
_____	_____

Signature of Authorized Department Representative

Date