

## 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:

- Submit this form **with a copy of your unofficial transcript** to the Education Advising Center, 120 Furcolo Hall.

The Education Advising Center is responsible for reviewing your transcript and certifying that all requirements are met. Once approved, the declaration form will be processed in SPIRE and the Registrar's office. Processing takes one to two weeks once final grades are received. If there are any problems in terms of meeting requirements, you will be contacted via email.

### Section A: Identifying Information

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ M.I.: \_\_\_\_\_

Class of: \_\_\_\_\_ ID Number: \_\_\_\_\_

Major(s): \_\_\_\_\_

Email Address: \_\_\_\_\_

Title of Academic Minor: Education

### Section B: Course Requirements

Course Name	Semester	Grade	Credits
Education 101			
Teaching & Learning			
Teaching & Learning Methods			
Issues, Trends & Research			
Social Justice & Communication			
Social Justice & Communication			

#### ***For Education Department use only:***

Certification of Completion of an Academic Minor

\_\_\_\_\_ 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

\_\_\_\_\_

\_\_\_\_\_

Signature of Authorized Department Representative

Date