Policy Number: 84-1
Last Revised: 12/6/07

UNDERGRADUATE MINORS

Academic Requirements

Departments offering undergraduate minors outline specific requirements in the current *Undergraduate Catalog*. Listed are the number of credits required (a minimum of 30 quarter credits, including at least 6 courses), necessary background course work, and specific guidelines regarding course content and level. No reduction in the required number of credits and courses is allowed except in the case of students who have completed the five literature courses in the University Honors Program. For these students only, a 31 credit English minor may be recorded with the addition of two five-credit upper division English courses to the five University Honors Program literature courses.

In general, the *Catalog* under which the student receives an undergraduate degree will stipulate course work to complete a minor. Should changes in curriculum prevent full satisfaction of minor requirements as specified in the *Catalog*, course substitutions must be justified by the minor department via petition. When a new minor is added to the curriculum it may not be included in the *Catalog* being followed for a student's degree. In such a case the *Catalog* effective at the time the minor declaration form is officially filed will govern minor requirements.

Approval of the minor is indicated on the "Request for Minor" form. A minor is posted to a student's record concurrent with a first undergraduate degree only. All degree and minor requirements must be satisfied prior to such posting. A minor will not be posted after a first baccalaureate degree has been awarded.

Restrictions on Minors

A minor cannot be earned within the 135 credit Matteo Ricci College program. (See Policy #90-1 for minor requirements in that program.)

No more than 15 credits from courses used to complete a multi-discipline major degree program will apply to any minor. This includes courses applied toward core. Multi-discipline majors include Asian studies, ecological studies, general science, international studies, forensic psychology specialization and liberal studies.

Special requirements apply to minors offered by the Albers School of Business and Economics. (See Undergraduate Catalog.)

Minor in the College of Arts & Sciences

All minors without corresponding majors in the College of Arts and Sciences, including Chinese language, medieval studies, non-profit leadership, and women's studies, have a completion requirement of a minimum 2.00 GPA in courses applied to the minor.

Transfer Credit

A maximum of 15 quarter credits transferred from other regionally accredited institutions may apply to an undergraduate minor. Courses meeting general university transfer criteria and graded C- (1.50 on the decimal system) or better will be examined by the minor department to determine applicability of both level and content to the requirements stated in the appropriate *Catalog*. A minimum grade of C (2.00) will be required for transfer courses applying to a minor in any case where the corresponding major requires C or higher in transferred courses.

Grading Stipulation

A minor may include no more than 5 quarter credits graded either CR/F or Pass/Fail. Additionally, the cumulative grade point average for all courses within the minor must be no less than the minimum applied to majors within the department sponsoring the minor.

Originally issued:	02/27/84
Policy previously revised:	11/17/86
	04/16/87
	09/30/93
	08/07/96
	09/05/00
	07/01/03
	11/04/05