Advising Center for the Colleges of AH/LLL

Verification of Minor/Certificate

Directions:
1. List the courses you plan to use to fulfill the requirements of your minor or certificate then sign and date.
2. Have your minor/certificate advisor sign and date to indicate that the courses listed will complete the minor/certificate.
3. Have your major advisor sign and date to indicate that none of the courses listed will be used to fulfill major requirements.
4. Submit this form with your Graduation paperwork (Goldenrod and Grad Plan forms) to the Advising Center’s Service Counter at QLC 113.

Student ID Number

Last name

First Name

Middle Initial

Major program: ____________________________ Degree (BA, BS, etc): ____________

Minor/Certificate program: ____________________________ Required minimum credits: ______ Required minimum GPA: ____________

(circle one)

Courses Approved to Fulfill Minor/Certificate Program

Completed courses

<table>
<thead>
<tr>
<th>Course subject &amp; number</th>
<th>Credits</th>
<th>Grade</th>
<th>Semester</th>
<th>Indicate: Required OR Elective OR Substitution (sub for ___)</th>
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STUDENT:
I understand that, for the courses listed above to fulfill minor/certificate requirements, the courses cannot also be used to fulfill General Education Core or Major requirements, must be taken for a letter grade, and must be completed with a grade of C (not C-) or higher.

__________________________________________
Student’s Signature

__________________________
Date

MINOR/CERTIFICATE ADVISOR:
I verify that, if the student successfully completes the courses listed above, the student will have satisfied the requirements for a minor/certificate in this department. I have reminded the student that s/he must take all courses for a letter grade, must earn grades of C (not C-) or higher in all courses, and must earn a minimum GPA of ____________ in area coursework.

____________________________
Minor/Certificate Advisor

Printed Name

__________________________
Date

MAJOR DEPARTMENT ADVISOR:
I verify that none of courses listed above will be used to fulfill a requirement for the student’s major.

____________________________
Departmental Major Advisor

Printed Name

__________________________
Date