Advising Center for the Colleges of AH/LLL

Verification of Minor/Certificate

Directions:

1. List the courses that fulfill the requirements of your minor or certificate. Sign and date the form.
2. Have your minor/certificate advisor sign and date to approve courses. Advisor may provide notes if necessary.
3. **Submit this form with your mandatory Graduation paperwork to your college advising office (QLC 113 for students in AH/LLL).**

_____ _____

Student ID Number Last name First Name Middle Initial

Major(s): _____ Degree (BA, etc.): _____

Minor / Certificate: _____ Minimum credits: _____ Minimum GPA: _____
(circle one)

COMPLETED courses approved for program

*Courses used toward the Major(s) and Diversification requirements ***cannot*** be used to fulfill Minor/Certificate*

Course subject & number	Credits	Semester/Year	Grade	Notes

IN-PROGRESS & FUTURE courses approved for program

Course subject & number	Credits	Semester/Year	Grade	Notes

STUDENT:

I understand that, for the courses listed above to fulfill minor/certificate requirements, the courses cannot also be used to fulfill Gen Ed 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 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 (*if applicable*).

_____ _____ _____

Minor/Certificate Advisor signature Printed name Date