

Advising Center for CALL
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. **If you have a major within the College of Arts, Languages and Letters, please submit this form to advisewd@hawaii.edu.**

Student ID Number _____ Last name _____ First Name _____ Middle Initial _____
 Major(s): _____ Degree (BA, etc.): _____

Minor Certificate: _____ Minimum credits: _____ Minimum GPA: _____
 (please select one)

COMPLETED courses approved for program

*Courses used toward the Major(s) **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 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 _____