

# Request to Add a Graduate Minor

Office of Graduate Enrollment Services, The Pennsylvania State University, 114 Kern Graduate Building, University Park, PA 16802-3396; 814-865-1795;

Graduate Education Policy Reference, [GCAC-611 Minor Research Doctorate](#), [GCAC-709 Minor Professional Doctorate](#), [GCAC-641 Minor Research Masters](#), [GCAC-741 Minor Professional Masters](#)

Student Last Name	Student First Name	Middle Initial	9-digit Penn State ID
Email Address	Major Plan of Study and Degree	Minor Plan of Study Requested	
Student Signature	Printed Name	Date	

I certify the statements below are accurate for this student's minor plan and the plan is in compliance with the relevant minor Graduate Education Policy and the minor will not be approved for graduation until all minor requirements have been completed.

Doctoral Minor

- 1.) The minor consists of a minimum of 15 credits at the 400, 500, or 800 level.
- 2.) For research doctorates, at least 50% of the credits must be at the 500-level. For professional doctorates, at least 50% of the credits must be at the 500, or 800 level.
- 3.) At least one Graduate Faculty member must be on the student's doctoral committee.
- 4.) The student will be admitted to the minor prior to scheduling the comprehensive examination.

Master's Minor

- 1.) The minor consists of a minimum of 6 credits at the 400, 500, or 800 level.
- 2.) For a research master's minor, at least 50% of the credits must be at the 500 level.
- 3.) For a professional master's minor, at least 50% of the credits must be at the 500 or 800 level.

Minor Graduate Program Head Signature	Printed Name	Date
Major Graduate Program Head Signature	Printed Name	Date

**Student's major program staff should submit the completed form to Graduate Enrollment Services via the Graduate Request Management System ([GRMS](#)) so the minor may be added to the student's official record. The minor must be requested no later than after the 3<sup>rd</sup> week in the semester prior to graduation for master's minor. Doctoral minor requests must be requested and on record prior to the scheduling of the comprehensive examination.**