Request to Add Graduate Minor

# When to use this form:

You are a graduate degree student and wish to pursue a graduate minor in addition to your major.

## Alternate form:

The Graduate School offers all of its forms in an accessible Microsoft Word document format. This accessible version of the Request to Add Graduate Minor was created to be used with screen reader technology. **If you do not require the use of screen reader technology, it is recommended you use the original PDF version of this form available at** <http://www.gradschool.psu.edu/forms>.

## Important notes:

Master’s minors require a minimum of 6 total credits with at least 3 of those credits at the 500-level or higher. Doctoral minors require a minimum of 15 credits with at least 6 of those credits at the 500-level or higher. Please refer to the Graduate Degree Programs Bulletin at <http://bulletins.psu.edu/bulletins/whitebook/index.cfm> for more information.

According to academic policy, a doctoral minor consists of integrated or articulated work in one field related to, but different from that of the major. At least one member of the minor field must be on the candidate’s doctoral committee. As such, approval for and addition of an intended minor should be pursued early in a doctoral student’s program (prior to the comprehensive examination) in order to ensure that the intended minor is appropriate, its integration/articulation with the major field can be rationalized, and that the doctoral committee member representing the minor field is an active participant in all aspects of the committee’s efforts to inform the student’s program and dissertation research. Consequently, a request to add a minor at the end stage of a doctoral student’s program should justify how the above intent has been achieved.

## Personal information:

Please indicate your name formatted as last, first, middle:

Please indicate your 9-digit Penn State ID number:

Please indicate your email address:

## Academic information:

Please indicate your major field of study:

Please indicate the minor field requested:

Is the minor to be associated with a doctoral degree?

[ ]  Yes

[ ]  No

Is the minor to be associated with a master’s degree?

[ ]  Yes

[ ]  No

How many total credits will be used to satisfy the minor?

## Course information:

The student is taking the following courses which will be used to satisfy the minor:

(List by course abbreviation and number, please.)

What is the course abbreviation and number for the first course requested?

What is the course title for the first course requested?

How many credits for this first course?

What is the course abbreviation and number for the second course requested?

What is the course title for the second course requested?

How many credits for this second course?

What is the course abbreviation and number for the third course requested?

What is the course title for the third course requested?

How many credits for this third course?

What is the course abbreviation and number for the fourth course requested?

What is the course title for the fourth course requested?

How many credits for this fourth course?

What is the course abbreviation and number for the fifth course requested?

What is the course title for the fifth course requested?

How many credits for this fifth course?

What is the course abbreviation and number for the sixth course requested?

What is the course title for the sixth course requested?

How many credits for this sixth course?

What is the course abbreviation and number for the seventh course requested?

What is the course title for the seventh course requested?

How many credits for this seventh course?

## Signatures and dates:

The following individuals should sign, print, and date here:

Student’s Signature:

Student’s Printed Name:

Student’s Date Signed:

Minor Program Representative’s Signature:

Minor Program Representative’s Printed Name:

Minor Program Representative’s Date Signed:

Major Program Head/Graduate Officer’s Signature:

Major Program Head/Graduate Officer’s Printed Name:

Major Program Head/Graduate Officer’s Date Signed:

Graduate Enrollment Services Director’s Signature:

Graduate Enrollment Services Director’s Printed Name:

Graduate Enrollment Services Director’s Date Signed:

## Where to return this form:

Office of Graduate Enrollment Services
The Pennsylvania State University
114 Kern Graduate Building
University Park, PA 16802-3396.

Phone – 814-865-1795; Fax – 814-863-4627

You may also email this form to gswww@psu.edu.

## CC:

Once this form is complete and all signatures are obtained, copies will be sent to:

Graduate Major Program

Graduate Minor Program