

Application for Student-Designed Minor
Students who Matriculated in Spring 2016 or BEFORE

Name: _____ **ID#** _____ **Box#** _____ **Date:** _____

Date of Matriculation (month/year): _____

This is the date you entered Allegheny College, usually (08/year or 01/year)

Anticipated Graduation Date (month/year): _____

Any changes to your anticipated graduation date must be made in writing to the Registrar's Office.

Current Program:

Present Major(s): _____ (If undeclared, so state)

Current Advisor(s): _____

Division of Major (select one):

- | | | |
|--|--------------------------|--|
| <input type="checkbox"/> Natural Science | <input type="checkbox"/> | <input type="checkbox"/> Humanities |
| <input type="checkbox"/> Social Science | <input type="checkbox"/> | <input type="checkbox"/> Interdivisional |

Present Minor(s): _____

Proposed Minor:

Title of Proposed Minor: _____

Division of Proposed Minor (select one):

- | | | |
|--|--------------------------|--|
| <input type="checkbox"/> Natural Science | <input type="checkbox"/> | <input type="checkbox"/> Humanities |
| <input type="checkbox"/> Social Science | <input type="checkbox"/> | <input type="checkbox"/> Interdivisional |

Please note that either: 1) your graduation major and minor must be in different divisions; or 2) your graduation major or minor must be interdivisional.

The proposed minor will (select one):

- Replace my current *minor*
- Be a second minor in addition to my current major(s) and minor

If this is a second minor, please be aware that it should include at least 12 credit hours that do not also count toward another major or minor.

Proposal:

In preparing a proposal for a student-designed minor, please keep the following requirements in mind:

- Proposals must be submitted by April 1st of the students' 6th semester of attendance at Allegheny.
- The minor must contain a minimum of 24 semester hours, of which at least 12 semester hours must be taken in the division outside of the major, and have the approval of at least one faculty members in an important area of the planned minor. At least 8 credit hours of the minor must be completed after approval of the minor by the Curriculum Committee.
- The program must be comparable in rigor and scope to existing minor programs. At a minimum, this means that the minor should include significant work at the 300- and/or 400-level.
- Self-designed minors cannot be a subset of an existing minor.
- No more than 4 credits of transfer and independent study credit can be applied to the minor.
- If your proposed minor is Interdivisional, your proposal should indicate how the minor integrates coursework from at least two divisions (Humanities, Social Science, and Natural Science)

Proposal requirements:

1. In the table on the next page, list **all** courses to be included in the minor (completed as well as planned). For each course listed, include the department, course number, title, and number of credits.
2. Provide a detailed typed description of your planned course of study. Emphasize how individual courses function to support your course of study. Explain the relationship between the proposed minor and the major. Demonstrate a progression to higher-level courses and, as appropriate, include the possibility of off-campus study. Supply a 2-3 sentence description of all off-campus courses. Finally, list several alternate courses and discuss where those substitutions may occur and why they would be appropriate.
3. Sign the attached signature page and obtain the signatures of your current advisor and the academic advisor for the proposed minor.
4. Ask the minor advisor to write a letter that assesses the intellectual and academic cohesiveness of the proposed plan of study as well as its commensurability with the goals of a Liberal Arts education.

Submit the completed proposal (including this form) to the Registrar's Office. The Registrar will take your request to the Curriculum Committee, which grants or denies permission for the minor based on the academic viability and integrity of the proposed course of study.

PROPOSED COURSEWORK FOR MINOR

Include **only** courses to be counted towards the minor.

	Course Department	Course Number	Course Title	Course Credits
<i>Example</i>	<i>English</i>	<i>350</i>	<i>Children's Literature</i>	<i>4</i>
Freshman year, semester 1				
Freshman year, semester 2				
Freshman year, summer				
Sophomore year, semester 1				
Sophomore year, semester 2				
Sophomore year, summer				
Junior year, semester 1				
Junior year, semester 2				
Junior year, summer				
Senior year, semester 1				
Senior year, semester 2				
Total Credits				

Signatures

I agree that the program above will serve as my minor field program and that, once the program is approved, any changes to the courses listed in this proposal must be requested in writing and approved by my faculty advisors and the Curriculum Committee.

_____ Date: _____
Student (Printed Name) (Signature)

Required Pre-Approvals:

_____ Date: _____
Faculty Major Advisor (Printed Name) (Signature)

_____ Date: _____
Faculty Minor Advisor (Printed Name) (Signature)

Final Approval (after review by the Curriculum Committee):

_____ Date: _____
Curriculum Committee Chair

(Rev. 08/29/16)