

# Florida Agricultural and Mechanical University

## Minor Declaration Form

**Instructions:** Please meet with your academic advisor before completing this form. If your degree program does not require a minor you must complete all minor requirements by your final semester. Students required to choose a minor in a degree program must only choose a minor that is offered by an Academic Department. A minor will NOT be placed on a student's transcript if the student chooses to take classes from an academic area that does not offer the intended minor.

### Procedure:

- Student communicates intended minor to Academic Advisor of current major and completes form
- Student completes Minor Declaration form and obtains the advisor's signature
- Student submits completed form to Academic Department of the intended minor
- Department Chair of the intended minor signs form
- Student submits completed form to Academic Department of current major

1. Academic Department: \_\_\_\_\_ Department Phone Number: (850) \_\_\_\_\_ - \_\_\_\_\_

2. Student's ID \_\_\_\_\_ Last Name \_\_\_\_\_ First Name \_\_\_\_\_

3. Student's Major \_\_\_\_\_ Student's Major Code \_\_\_\_\_

4. Classification \_\_\_\_\_ Expected Graduation Term \_\_\_\_\_

5. **Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*By signing this form, I acknowledge the potential impact of additional hours on Excess Credits, Financial Aid, and Graduation*

6. **Intended Minor:**

Minor Code [ex. 26101MINOR]	Minor [ex. Psychology]

7. Have you applied for graduation for the current term? (*please check appropriate box*) Yes [ ] No [ ]

8. Are you changing your minor this semester? (*please check appropriate box*) Yes [ ] No [ ]

*After careful review and consultation with this student, this department hereby grants and acknowledges the aforementioned minor for said student to be effective the date initiated herein. The student understands the requirements for the minor and associated responsibilities toward their degree program.*

**Academic Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Email (Print):** \_\_\_\_\_

**Department Chair Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Academic Area of Minor*