

## ACADEMIC MINORS

*University Rule 11.99.99.C2 - Revised March 26, 2001*

### 1. GENERAL CRITERIA

The general criteria for offering academic minors at Texas A&M University-Corpus Christi are as follows:

- (1) At least 18 semester hours will be required in the area of the minor (excluding prerequisites); the maximum number of hours will be limited to 23.
- (2) At least 6 hours of upper level courses will be included.
- (3) All prerequisites for required courses will be explicitly stated.
- (4) At least 9 semester credit hours in the area of the minor must be completed in residence at Texas A&M University-Corpus Christi.

### 2. RESPONSIBILITIES OF COLLEGE OFFERING MINOR

- 2.1 A college seeking to offer a minor will request approval for the minor through the appropriate University channels and receive approval before designating the minor. The minor must be approved through the college's curriculum review process and by the college dean. Subsequent approval must be obtained from the Provost's Council, the Faculty Senate, and the Provost. A form entitled "Request for Approval to Offer a Minor" is available in the office of each college dean.
- 2.2. The College offering the minor will be responsible for decisions in the following areas:
  - (1) Requirements for the minor
  - (2) Grade point average requirements; however, GPA must be at least 2.0
  - (3) Advising requirements and procedures
  - (4) Application for selecting a minor and clearance for graduating with a minor
- 2.3 Interdisciplinary minors will be handled by the College designated to offer the minor in consultation with appropriate faculty from the other areas.
- 2.4 A college may offer a minor in any area whether or not that area has a major.

3. RESPONSIBILITIES OF UNIVERSITY REGISTRAR

The following actions will be the responsibility of the University Registrar:

- (1) Adding an option for a minor on the application for graduation
- (2) Listing the minor and date completed on the student transcript

4. RULES REGARDING GRADUATION WITH A MINOR

- 4.1 A student may not count the same course for both major and minor(s) requirement(s).
- 4.2 After applying for graduation, if a student fails to complete the requirements for the minor but meets the requirements for graduation, the student will be graduated without the minor.
- 4.3 A student may graduate with more than one minor if he/she meets all the requirements.

5. COMPLETION OF A MINOR FOLLOWING DEGREE CONFERRAL

- 5.1 A student who already holds a bachelor's degree from this University and who wishes to complete requirements for a minor may do so by completing all course work in the minor and by fulfilling any other requirements mandated by the College offering the minor within five years of graduation. A notation indicating that all requirements for each minor have been completed will be added to the official Texas A&M University-Corpus Christi transcript; the transcript *will not state* that a minor has been *awarded*.
- 5.2 If the requirements for a minor are satisfied following degree conferral, credits earned during the satisfaction of the minor have no effect on the GPA of the previously awarded degree. That is to say, the degree becomes sealed at conferral. It may not be altered except to address a factual error, such as an incorrectly computed or recorded grade.