PRINT RESET

CALIFORNIA STATE UNIVERSITY, CHICO
History Department
Minor Clearance Form

Catalog: ◯ 2003-2005 ◯ 2005-2007 ◯ 2007-2009

Semester of graduation: ◯ Fall ◯ Spring ◯ Summer Year: _____ ID#: _____

Name: _____
(Last) (First) (Middle) (Maiden)

Complete if appropriate:

I am also submitting a clearance form for a major in: _____

I am also submitting a clearance form for a second minor in: _____

DIRECTIONS:

1. List courses required for your minor on page two of this form. Consult the appropriate catalog to verify requirements. **Use the course number that was in effect at the time you took each course.** If you repeated, or if you once failed a course required for your minor, be sure each attempt at the course is listed.

2. Obtain **exact** information about completed coursework from your report cards or transcripts. For approved course work transferred from another institution, use that institution's course numbers.

3. Complete this form **in triplicate**. After it has been approved by the History Department (and a copy retained on file there), keep one copy for your records and turn in the third copy to the Student Records and Registration Office (SSC 220).

4. If you make any substitutions after this form has been turned in, you must have your advisor or the History Department Chair submit a "Course Substitution Memo" to the Evaluations Office. **Failure to do so will prevent you from being credited with completing the minor.**

APPLICANT CERTIFICATION:

I understand that this form represents a request for clearance **in my minor only**, and that I will also receive an official report of my status toward the completion of University requirements from the Evaluations Office. I certify that the information on this form is correct.

Signature: _____ Date: _____

HISTORY DEPARTMENT ADVISOR OR CHAIR:

I certify that the courses listed constitute an approved major.

Signature: _____ Date: _____

OUTLINE OF COURSES LEADING TO COMPLETION OF REQUIREMENTS FOR A MINOR IN HISTORY

List all the courses in your minor. Use the number in effect when you took a course. If you completed any courses at another institution, be sure to use that institution's course numbers. If you are uncertain about the specific courses you will take in the future, list several options (e.g. "HIST 436/437/441/445").

Course info:	Number	Title	Where taken	Semester taken	In progress	To be taken	Number of units	Grade
6 units selected from: American History, 400 level								
HIST								
HIST								
6 units selected from: European History, 300-400 level								
HIST								
HIST								
6 units selected from: Non-Western History, 300-400 level								
HIST								
HIST								