

## Mills College – M Center – Academic Records Declaration of Minor Form

1. Fill out this form in consultation with your chosen minor advisor(s).
2. If you have transferred courses to Mills, you must provide your new minor advisor a copy of your transfer credit report, available via myMILLS. Your advisor will review these courses to determine which may be placed into your minor. Your advisor must list these courses in Section III below.
3. Double Minors: If you are declaring a double minor at this time, you must obtain the signatures of both minor advisors in Section IV of this form. A student may minor in two areas provided none of the courses overlap with any major or other minor courses. If you have already declared a minor and are now declaring a second minor, please check “Double Minor” in Section I below and obtain the signature of the 2<sup>nd</sup> minor advisor only.
4. You must declare your minor by November 1 of your senior year.
5. Courses in the minor sequence may not be duplicated in the student’s major sequence or second minor sequence for double minors.
6. If you have already declared your minor and are requesting a different minor advisor, please submit the Change of Advisor Form available online.
7. Your minor sequence is governed by the catalog in use at the time the student enters the College.
8. You and your new minor advisor will receive an updated Major/Minor Worksheet within two to three weeks after submission of this form.
9. **The number of semesters of a student’s financial aid eligibility is established by the initial graduation date defined by the M Center upon your entrance to Mills. An extension of graduation date will not necessarily result in an extension of financial aid eligibility.**

### SECTION I

Please check one:    New Minor    Double Minor    Change of Minor    Drop Minor

Name: \_\_\_\_\_  
Last
First
M.I.

Mills ID: \_\_\_\_\_ Term/Year Admitted to Mills: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

In consultation with my advisor(s), an academic plan has been created leading to my graduation in \_\_\_\_\_  
Term/Year

### SECTION II

#### Mark your intended minor

<input type="checkbox"/> American Studies	6030	<input type="checkbox"/> French & Francophone Studies	3042
<input type="checkbox"/> Anthropology	5090	<input type="checkbox"/> Government	5020
<input type="checkbox"/> Art-History	2011	<input type="checkbox"/> History	5030
<input type="checkbox"/> Art-Studio	2021	<input type="checkbox"/> Intermedia Arts	2075
<input type="checkbox"/> Asian Studies	6110	<input type="checkbox"/> Journalism	3750
<input type="checkbox"/> Biology	4010	<input type="checkbox"/> Latin American Studies	3034
<input type="checkbox"/> Book Art	3740	<input type="checkbox"/> Literary and Cultural Studies	3070
<input type="checkbox"/> Chemistry	4040	<input type="checkbox"/> Mathematics	4080
<input type="checkbox"/> Child Development (Education)	6040	<input type="checkbox"/> Music	2050
<input type="checkbox"/> Computer Science	4070	<input type="checkbox"/> Philosophy	5040
<input type="checkbox"/> Dance Choreography	2032	<input type="checkbox"/> Physics	4410
<input type="checkbox"/> Dance Theory	2031	<input type="checkbox"/> Psychology	4090
<input type="checkbox"/> Economics	5010	<input type="checkbox"/> Public Policy	5050
<input type="checkbox"/> English	3010	<input type="checkbox"/> Queer Studies	6250
<input type="checkbox"/> Environmental Studies	6100	<input type="checkbox"/> Sociology	5060
<input type="checkbox"/> Ethnic Studies	3510	<input type="checkbox"/> Spanish & Spanish-American Studies	3032
<input type="checkbox"/> Film Studies	6031	<input type="checkbox"/> Women’s Studies	6010

**Over**

**Mills College**  
**M Center – Academic Records**  
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**SECTION III**

Use this section to apply transfer credit to your minor or to indicate Mills courses that will substitute for minor requirements. Coursework must be equivalent to at least .75 Mills units to fulfill a 1 unit requirement. You may access your transfer credit report in myMILLS via the Mills Portal.

Minor*	Mills Required Minor Course			Course Substitutions		
	Subj.	No.	Title	Subj.	No.	Title
Psychology	PSYC	049	Fund. Of Psychology	PSY	100	Intro to Psychology – Laney
English	ENG	010	Intro to Literary Studies	ENG	101	Intro to Literature – Merritt

\* For double minors only

**SECTION IV**

**Please obtain the signatures listed below.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Minor Advisor Signature\*: \_\_\_\_\_ Printed Name: \_\_\_\_\_

2<sup>nd</sup> Minor Advisor Signature\*: \_\_\_\_\_ Printed Name: \_\_\_\_\_

Major Advisor Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_

\* My signature acknowledges my intent to advise the student in the minor and indicates my approval of the transfer credit, if applicable, in Section III.

**M Center Use Only:** Processed by: \_\_\_\_\_ Date: \_\_\_\_\_ Waivers/Substitutions processed?  Yes  No Notes: \_\_\_\_\_