

College of Humanities Arts and Social Sciences

Minor Declaration Process

Effective Fall 2019, the following procedure will be in effect when adding a minor to a CHASS student's academic program. In the rare case of a dual degree, follow this procedure if CHASS is the primary college.

1. Students wishing to declare a minor must do so at least 2 quarters prior to their graduation term.
2. Student will initiate minor declaration with advisor from desired minor. Advisor will assist student with understanding minor requirements and complete the minor declaration form.
3. Student will take signed minor declaration form to their major advisor for review and signature.
4. If approved, student's major advisor will send the minor declaration form to the Academic Advisor Supervisor in the major area.
 - a. Brenda Aragón, Academic Advisor Supervisor for Multidisciplinary Programs, Anthropology and Sociology, Ext. 2-1801, brenda.aragon@ucr.edu
 - b. Anthony Gonzalez, Academic Advisor Supervisor for Psychology, Economics, and Political Science, SPRL 4127, Ext. 2-6053, anthony.gonzalez@ucr.edu
 - c. Suzy Sharweed, Academic Advisor Supervisor for English, History, Philosophy, Comparative Literature & Languages, Performing Arts Administration, Art, Art History, Ext. 2-1421, suzy.sharweed@ucr.edu
5. Supervisor will add minor curriculum in Banner and notify student, major, and minor advisor of completion.
6. If the minor is declared at a point where the graduation application needs adjustment, the Academic Advisor Supervisors will coordinate with one another to resubmit the graduation application. Please consult with College Graduation specialist if necessary.