



Office of Academic Advising

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Degree Audit Checklist:

History Minor

Expected graduation date: ___ May ___ January Year: _____

Name: _____ Hopkins ID: _____
Last Name First Name MI

Email address: _____ Phone#: _____

Additional major or minor: _____

Instructions: This form indicates which departmental and university requirements you have completed and which you must complete before graduation. If you have any questions, speak to your faculty advisor about department requirements, or to an academic advisor about other requirements.

Special Notes for Juniors:

This form is used to determine your eligibility for graduation and must be completed and filed with the Office of Academic Advising in the spring of your junior year.

- 1. Complete this form and have it approved and signed by your minor advisor in the spring of your junior year. After this, make an appointment in the Office of Academic Advising and bring this form and a copy of your transcript to the advisor clearing for your major.
2. This form must be filled out completely and neatly, including course title and number as listed on transcript.
3. When noting that a course has been completed, please write in the grade you earned in that course under the column "Completed."
4. If you have completed the checklist with an advisor in the Office of Academic Advising and you make a change in a required course you intended to take you must notify the advisor of that change.

Course No. and Title Completed In Progress To be Done

Students should discuss their intention to minor in history with the department's Director of Undergraduate Studies and inform the Office of Academic Advising of their intention to complete a minor.

Two introductory courses in history Select two courses from Occidental Civilization courses, U.S. history courses, or comparative world history courses. Consult the department's Director of Undergraduate Studies for specific courses.

Four upper-level (300 or above) courses in history.

Course No. and Title

Completed

In Progress

To be Done

Two additional courses, at any level, offered by any department, including History, that relate to the student's major discipline in a historical way and are approved by the history advisor.

_____	_____	_____	_____
_____	_____	_____	_____

Restrictions:

Courses for a minor must be taken for a grade, and a minimum grade of C- is required. Minor requirements can be used to meet the University distribution requirements.

Please initial here to indicate you have read and understand these requirements: _____

FOR JUNIORS ONLY:

Student's Statement:

I have reviewed my progress toward meeting the graduation requirements for my minor. I understand which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I agree to notify the Office of Academic Advising if I make any changes to my plan of study.**

Student's Signature

Date

Advisor's Statement:

I have reviewed progress toward meeting the graduation requirements for the minor with the student. We have marked which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I have indicated by initialing or submitting a supporting memo any exceptions to departmental requirements that have been approved for this particular student.**

Minor Advisor's Name

Signature

Date

Academic Advisor's Name

Signature

Date