

Senate Policy

Minors

2.22a

Description:

Minors for degree programs offer undergraduate students the opportunity to add cross-disciplinary knowledge to their major program of study.

Approvals:

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Approved by Academic Council: March 3, 2008

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Revision Approved by Academic Council: May 25, 2009

Date Effective: September 1, 2009

Revised by Undergraduate Studies Committee: May 2014

Revision Approved by Academic Standards Committee:

Revision Approved by Senate:

Date Effective: Minors declared 2014 academic year or later

Approval Authority: Senate

Signature: Chair

Policy:

Definition

"Minors" refers to a defined and sequenced selection of 3.0 to 5.0 full credits in a specific discipline or in interdisciplinary subjects.

Eligibility

- a) Students must be in good academic standing to declare a minor.
- b) Students may declare a minor after completion of a minimum of 4.0 credits.
- c) Students may not declare a minor after submission of their intent to graduate.
- d) Students may not take a minor in the same discipline as their major.
- e) Some minors may only be taken by students in designated major programs.
- f) Students may declare a specific minor only once.
- g) Students planning to take more than one minor should consult with a student advisor.

A minor is deemed declared when an eligible student has submitted a Declaration of Minor form to the Office of the Registrar and the minor has been entered into the student record.

Requirements for a Minor

A minor consists of no fewer than 3.0 credits and up to 5.0 credits as outlined in the program guide for the minor at the time of declaration. No more than 1.0 credit of the minor may be at the 100-level and at least 1.0 credit of the minor must be at the 300 or 400 level.

Students are responsible for ensuring they meet all the requirements for a declared minor. Failure to complete a declared minor does not carry any academic penalty; however, only completed minors will be recorded on academic transcripts. Completed minors are not recorded on diploma parchments.

Courses Eligible for Inclusion in a Minor

Specific courses and course subjects required for a student's major or program may not be applied to minor requirements, nor may any course be used for more than one minor. Electives, expansion studios and undesignated liberal studies distribution courses may fulfill both major and minor requirements, subject to the credit limits stipulated in individual major or program guides.

Where the same course is required for both a student's major and the student's minor, the Chair responsible for the minor will determine an appropriate substitute. All other requirements must be completed as outlined in the minor program guide for the academic year in which the student declared the minor.

Only courses completed within the seven years prior to the declaration of a minor may be applied to the minor requirements.

A maximum of one 0.5 non-resident credit course may be applied to a minor; all other credits required for the minor must be completed in residence. Non-resident courses are courses delivered by another accredited post-secondary institution and include courses approved as transfer credit at the time of admission or completed post-admission either on letter of permission or through mobility/exchange studies.

There is no priority registration for courses required for a minor.

Credit Attempts for a Minor Program

All students admitted prior to May 2014 are granted a limited number of credit attempts for completion of their undergraduate degree program. Students admitted prior to May 2014 with declared minor(s) will receive additional credit attempts equivalent to the number of credits required for their minor plus 1.0 credit.