

MODERN LANGUAGES MINOR AGREEMENT INSTRUCTIONS

Welcome to a minor in **French, German, or Spanish**. Please read all of the information below.

- Complete and sign the Minor Agreement Form and meet with your minor advisor for his/her signature.

- Minor Advisors are:

FRENCH	Dr. Brian Kennelly	47-26C (last name A-L)
	Dr. John Thompson	47-26R (last name M-Z)
GERMAN	Dr. Corinna Kahnke	47-26Q
SPANISH	Dr. Kevin Fagan	47-26B (last name A-G)
	Dr. William Martinez	47-26A (last name H-N)
	Dr. Karen Munoz-Christian	47-26M (last name O-U)
	Dr. Gloria Velasquez	47-26C (last name V-Z)

- Ask your advisor questions about minor credit for coursework taken at another school or minor credit for foreign study courses. **For Study Abroad, consult the minor advisor before your trip to ensure transferability of courses.**
- You must declare the minor **before** beginning upper division coursework towards the minor.
- Each minor consists of 24 quarter units of coursework specified by the Department: a minimum of 12 units must be upper division. A minimum grade point average of 2.75 must be maintained.
- You are responsible for monitoring progress towards your minor, and having course substitutions approved by your minor advisor.
- Contact your advisor in your major department to plan the best way to integrate your foreign language minor into your major program. For additional information, consult Wendy Spradlin in the Advising Center for the College of Liberal Arts, 47-25G, 756-6200.
- For general university requirements, please refer to "Minors." More information and application forms for the declaration of a French, German, or Spanish minor are available in the Modern Languages and Literatures Department Office (47-28) or at 756-1205.
- The following information is from the 2009/2011 University Catalog:

A minor is an integrated, coherent group of courses (24 to 30 quarter units), which gives the student knowledge in an area that lies outside of the major field of study. At least half of the units must be from upper-division courses (300- or 400- level) and at least half of the units must be taken at Cal Poly.

Not more than one-third of the courses in a minor can be graded Credit/No Credit (CR/NC), except for courses which have mandatory CR/NC grading. A minimum 2.0 GPA is required in all units counted for completion of the minor (foreign language minors must have a 2.75 GPA). A minor is not required for a degree. The minor is completed along with the requirements for the bachelor's degree. A major and a minor may not be taken in the same degree program.

Students who wish to complete a minor are to contact the department offering the academic minor as early as possible in the program and fill out the appropriate agreement form. The minor is declared when the student requests a graduation evaluation in the Evaluations Office. The completion of the minor will be noted on the student's transcript but will not be shown on the diploma. In no case will a diploma be awarded for the minor.