

# MINOR Completion Form

(do not use for HASS or Management Minors; use their specific forms and instructions)

Student's Name: \_\_\_\_\_ MIT ID: \_\_\_\_\_  
(family) (first) (M.I.)

Field of Minor: \_\_\_\_\_ MIT Course (major): \_\_\_\_\_

Expected Date for Award of S.B. (circle): Feb. June Sept. Year: \_\_\_\_\_

Term Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**STUDENT: In order to be awarded the Minor, you *must* have your Minor Advisor certify this form in the space below. Bring this form, along with a copy of your unofficial transcript (available at the Student Services Center, 11-120), to the Minor Advisor by the end of the third week of the term in which you plan to receive the S.B. degree – EVEN IF YOU ARE TAKING SUBJECTS IN YOUR FINAL TERM TO COMPLETE THIS MINOR. \$40 late fee – but most importantly, you risk not being awarded the Minor if this form is submitted late. Give a copy of the signed form to the Undergraduate Office of your Minor and a copy to your Faculty Advisor.**

Minor Advisor:

I certify that – except for any subjects listed below, which have not yet been finished – the above student has completed the specified Minor Program as proposed in the *MINOR Application* (with any approved changes).

Minor Program Subject(s) not yet completed (Incompletes or subjects now being taken in student's final term):

<u>Subject No.</u>	<u>Title</u>
_____	_____
_____	_____
_____	_____

\_\_\_\_\_  
Minor Advisor's Signature

\_\_\_\_\_  
Minor Advisor's Name (print)

\_\_\_\_\_  
Date of Certification