

Self-Design Minor Form

Students in University of Maine at Fort Kent baccalaureate programs who wish to create their own minor may propose and design a course of study around a broad theme or question in collaboration with a faculty advisor. Students will meet with an advisor to approve their program and sign the self-designed minor form. The self-designed minor requires successful completion of at least 18 credits and no more than 21 credits. The proposed minor courses can be interdisciplinary.

Goals and Outcomes

- Design a curriculum around a broad question or theme
- Collaborate with faculty advisors on learning outcomes
- Produce a significant piece of original research or creative work which is presented at the scholar's symposium or comparable venue

Advising

Students must have a primary faculty advisor for their minor, who can also serve as their academic advisor. If the minor faculty advisor is not the academic advisor, the academic advisor must also sign the minor approval form.

Minimum Credits

Electives 100 or 200 level (6) plus Electives 300 or 400 level (12). Total Credits, 18.

Additional Minor Requirements

- A 2.0 grade-point average in the minor is required.
- Upper-level Residency: A minimum of 12 credits at the 300- or 400-level in the minor must be earned on this campus.
- A student may be awarded any minor as long as no more than two courses of the minor can be used to fulfill the requirements of the student's major.
- Students are responsible for ensuring that they have met all University, major and minor requirements and should meet with an advisor in the major department for academic planning and to be approved for registration each semester.
- Students must declare a self-designed minor at least two semesters prior to their graduation semester and submit the form with courses, outcomes, description, and signatures to the registrar.
- Choosing a course for a minor at UMFK does not ensure the course will be offered at a particular semester or time, students are responsible for conferring with advisors on the practicality of course offerings to meet minor proposals.
- One course should be focused on research methods, capstone, projects, or a similar topic to provide the student with the opportunity to produce original research or a creative work.

Process

- Student proposes a broad question or theme
- Student confers with a faculty advisor in that area
- Student and faculty agree to series of courses to address broad question or theme
- Student fills out form and faculty advisor (plus academic advisor if necessary) and submits to the Dean of the division of their primary major (the Dean of that division may confer with the Dean of the other division for a signature of approval if courses exist in that area of expertise)
- Student receives form for approval back from Deans within 1-3 weeks and submits to the Registrar's office for filing and addition to their course of study
- Students are responsible for ensuring successful progress towards completion of the minor through advising with their faculty advisors



Learn. Innovate. Find. Engage.

Self-Design Minor Form

Student Name *(First, Last)*

Student ID

Student Email

Student Major

Major Advisor

Minor Advisor

Minor Proposed Name: _____

Broad Question or Theme

Course Prefix and Number	Course Name	Credits	Semester and Campus
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2.0 GPA

Minimum 12 credits earned at UMFK

Minimum 12 credits at 300 level or higher

Minimum one course research methods or capstone

Student Signature

Date

Major Advisor Signature

Date

Chair Signature

Date

Minor Advisor Signature
(if different from major)

Date

Dean Signature

Date

Provost Signature

Date

Received and Processed by Registrar (Initials and Date) _____