

# COM / Declaration of Minor Fact Sheet

All College of Communication students may pursue minors in any area where minors are available outside their major. Minors will not be listed on your diploma but will appear on your transcript after graduation.

Courses to complete minors are dictated by the department. Check the Undergraduate Programs Bulletin ([www.bu.edu/academics](http://www.bu.edu/academics)) for minor requirements in your area of interest.

Generally, COM students pursuing a minor in CAS expand their junior/senior concentration area to fit in the course work. COM students considering one of the other minors can petition their COM major department to request that courses for this minor also overlap to satisfy their concentration. CAS minor course work may also satisfy COM freshmen/sophomore liberal arts distribution area requirement, but no course may count in 2 places in COM (i.e. if EN335 is to count for a freshman/sophomore liberal arts requirement, it will not count for your junior/senior concentration requirement). Please note that concentration courses are to be at the 300 level minimum.

**PLEASE SEE A COM ACADEMIC ADVISOR WITH ANY QUESTIONS.**

## The process of declaring a minor is as follows:

Determine which minor program interests you. A non-CAS minor cannot count toward a CAS concentration requirement. Consult with your faculty advisor for input on which minor area may best support and/or enhance your professional area of study at COM.

Take this form to the appropriate minor offering department. Courses required for the minor, including completed and remaining courses must be listed and signed off by an advisor from that department. This is essential in terms of knowing you will be able to complete all requirements and graduate on time. It is also necessary for us to know that you've completed all requirements when we certify COM students for COM graduation.

COM students must bring the signed and completed form to COM Student Services. We will enter it into the computer system for you and place it in your permanent folder. It is then your responsibility to complete exactly what is on the form. Any changes or substitutions must be authorized and documented by the minor department and placed in your COM record.

Additionally, if you are a non-COM student and you wish to declare a COM minor you must use this form. This form needs to be completed by the COM department you wish to minor in. Once it is completed you must turn it in to your home school for processing. Please note: you must complete the pre-requisite for the COM minor (COM 201 with a C or better) before a minor can be declared.

# COM / Declaration of Minor

Name \_\_\_\_\_

BU ID# \_\_\_\_\_ Email Address \_\_\_\_\_

Major \_\_\_\_\_ Year of Graduation \_\_\_\_\_

## To: Minor Offering Department Advisor

This student is pursuing a minor in \_\_\_\_\_

Please list the course work required to satisfy this minor, as discussed with the student.

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_
6. \_\_\_\_\_
7. \_\_\_\_\_

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Minor Offering Advisor Signature

\_\_\_\_\_  
Date

Minor Department Hegis Code (required) \_\_\_\_\_

*COM Students: Please return this completed form to COM Student Services, room 123.*

*Non-COM Students: Please turn this completed form in to your home school for processing.*

*Make a copy of this form for your records before submitting it.*