



UNIVERSITY OF BRIDGEPORT

POLICY AND PROCEDURE

TITLE:	Academic Minor
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POLICY STATEMENT:

The University offers the option of selecting a second area of specialization. Like the major, the minor was conceived to provide a unified, coherent program in a discipline or area of knowledge. While requiring a second focus for the student's intellectual interests, it enables the student to investigate the important concepts of a specific area and to acquire a firm basis for further study. In terms of career preparation, the minor option can complement a regular major program, or it may add an entirely new dimension to the traditional curriculum. A minor is at least 18 credits defined by the School and Department. Any student seeking more than one minor requires the Dean's written permission.

PROCEDURE :

Students who wish to pursue a minor should complete the Major Change Request webform in the MyUB portal: <https://forms.bridgeport.edu/registrar-forms-major-change-request/>. The request is routed to and requires approval by the Director of the Program or School as well as by the Dean of the College in which the student's major program is housed. When the student applies for graduation, the Registrar's Office requests confirmation of the completion of the minor program from the Director of the Program or School in which the minor is housed.

PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

- UNIVERSITY CATALOG
- FACULTY HANDBOOK
- STAFF HANDBOOK
- STUDENT HANDBOOK

OFFICES DIRECTLY AFFECTED BY THE POLICY:

Academic Colleges
Registrar's Office

HISTORY: Adopted 1987; Webform introduced 2023; Revised April 2024

EFFECTIVE DATE:	August 1987
RESPONSIBLE OFFICE (ONLY ONE):	Academic Affairs
REVIEW DATE:	Annually

APPENDIX:

Minor Application Form (integrated with Major Change Request Form):

<https://forms.bridgeport.edu/registrar-forms-major-change-request/>