The Customized Minor is a student-driven program that provides opportunities for students to pursue an area of interest in the form of a minor that is not provided by the established curriculum. A Customized Minor is a minimum 15-credit set of courses that coherently proposes a field of study that is adequately covered with the proposed courses.

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| **THIS SECTION TO BE FILLED OUT BY UNDERGRADUATE ADVISOR** |
| **Student’s Name:** |       | **ID No:** |       |
| **GPA:** |       | **Student’s Year:** |       |
| **Advisor Name and Signature:** |       |

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| **THIS SECTION TO BE FILLED OUT BY STUDENT** |
| **Name:** |       | **Email or Phone:** |       |
| **Enrolled School:** |       | **Home Dept. and Program:** |       |
| **Customized Minor Title:** |       |
| **Information Session Attended:** |       | **Workshop Attended:** |       |

**Description of Minor:**

On a separate attachment, please provide a description of the customized minor. Please Include:

1. A *short description*: a short narrative summary of the minor for possible future communication and highlighting in Pratt material (75 words maximum);
2. A *narrative description* of the minor (a longer and more detailed description of the minor);
3. The *rationale* for proposing the minor and for the combination of courses in the minor. The rationale should indicate how the set of required courses for the minor provides a systematic understanding of the field of study. It should also integrate research involved in proposing the minor, as well as make a connection to the student’s aspirations and academic and learning goals. In addition, this section could include a brief narrative describing consultations with experts at Pratt and beyond concerning the Customized Minor. Recommendation letters from faculty can also be included (but are not required).
4. A *course list* should be attached to the proposal. This is a list of courses that define the minor. This list should include:
	1. Courses’ names and numbers;
	2. Semester the courses were taken and/or are offered and anticipated to be taken;
5. *Syllabi of all courses*: the syllabi of courses already taken and courses that are to be taken in the future must be provided.
6. The minor’s outcomes and the *Customized Minor Student Learning Outcomes Map* must be included.

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| **THIS SECTION TO BE FILLED OUT BY CUSTOMIZED MINOR DIRECTOR** |
| **Name:** |       | **Pratt Email:** |       |
| [ ]  Information Session Attended |  |
| [ ]  Workshop Attended |  |
| [ ]  Form Completed |  |
| [ ]  Required documents attached |  |

**Comments/Review:**

**REQUIRED SIGNATURES AND TRACKING:**

|  |  |  |  |
| --- | --- | --- | --- |
| **STUDENT:** |  | **DATE:** |  |
| **OFFICE OF THE PROVOST RECEIVED ON:**  |  |
| **CUSTOMIZED MINOR DIRECTOR:** |  | **DATE:** |  |
| **PROVOST SIGNATURE:** |  | **DATE:** |  |
| **SENT TO REGISTRAR ON:** |  |