

Undergraduate Policies and Procedures

Revised October 2022 – Approved January 2023

Minors within the Graduate School of Management

Students from any major on campus may elect to satisfy requirements of one or more minors offered by the Graduate School of Management (GSM). At the request of the student, completion of the minor will be added to the student's undergraduate transcript.

- 1) A minor shall typically consist of 18-24 units of upper division coursework.
 - a. When unique subject matter essential to the academic coherence of a minor is offered only at the lower division level, one lower-division course may be included as part of the minor course requirements in lieu of an equal number of units in upper division courses.
 - b. All minor programs are subject to review and approval by the GSM Senate Faculty.
- 2) Courses are open to all undergraduate and graduate majors at UC Davis.
- 3) All upper division courses required of a minor must be taken at UC Davis. Courses taken at other institutions, including study abroad, cannot be used to fulfill minor requirements.
- 4) No course substitutions are allowed for upper division minor requirements.
- 5) No course used to satisfy the requirements of one minor offered by the GSM can be used toward any other minor offered at UC Davis.
- 6) Only one course can be used to satisfy the requirements of both a major and a minor field.
- 7) To complete any minor, students must complete the minor coursework with a GPA of 2.000 or better.
 - a. For the OASIS minor declaration form to be approved, one upper division course must be successfully completed and minor GPA at least 2.000. Students must request certification of completion of a minor by filing a Minor Declaration Form prior to their graduation date.

- 8) The Academic Director for the minor program or the Associate Dean shall be responsible for action on individual student petitions, including, but not limited to, requests for changes in minor program requirements. The GSM Undergraduate Programs Committee may be consulted for feedback on petitions.
- 9) GSM faculty shall be responsible for content of minor program courses and curricula. The GSM Dean's Office shall be responsible for planning of course offerings and minor program budgeting.
- 10) Any modifications to this Policies and Procedures document must be approved by the GSM Senate Faculty.