

# UNIVERSITY OF MINNESOTA

## POST-DEGREE MAJOR OR MINOR CLEARANCE FORM DIRECTIONS

This clearance form is used by staff for students who complete an additional major or minor at the University of Minnesota, Twin Cities (UMTC), after they have been awarded a UMTC baccalaureate degree.

After a student has completed the requirements for the additional major or minor, college student services staff should complete this form and submit it to the Office of the Registrar. Office of the Registrar staff will then add the additional major or minor to the student's record. A statement will appear on the student's transcript, noting that the student has earned an additional major or minor.

**Please print**

**Return this completed form to:**

**BY MAIL:**  
Office of the Registrar  
University of Minnesota, Twin Cities  
160 Williamson Hall  
231 Pillsbury Dr. SE  
Minneapolis, MN 55455-0252

**BY EMAIL:**  
otr@umn.edu

**BY FAX:**  
612-625-4351

Student name (last, first, middle initial)	University ID
College granting second major or minor	Clearance term/year
Major approved	Minor approved
College's authorized signature	Date

### For Office of the Registrar use only

Processed by (signature)	Date approved
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To request copies of this form in an alternative format, please call a Disability Resource Center liaison at 612-625-9578. The University of Minnesota is an equal opportunity employer and educator.

OTR 061 4/22 online