

**University of Wisconsin-Madison
Department of Counseling Psychology**

Ph.D. Minor Agreement Form

This "Minor Agreement Form" should be completed and submitted in conjunction with the *Request for Advancement to Dissertator Form*. Both are submitted together to the Department Academic Services coordinator. Final certification of completion of Minor is verified on the Prelim warrant. Twelve credits are required for a minor.

Option A is a minor concentration in one academic department outside the Department of Counseling Psychology. Generally, students will construct their minor from courses making up the psychological foundations courses required by APA but students may choose another departmental minor with approval of their advisor and Director of Training. Option A minors must be approved by the minor department (i.e., minor advisor) and their CP department advisor.

Option B is a distributed (negotiated) minor encompassing coursework across two or more departments (outside the Department of Counseling Psychology) and supervised by the major department through the student's faculty advisor. Students can take up to six (6) credits of non-core CP credits (e.g., Special Topics Seminar) as part of the distributed minor with permission of their faculty advisor. The CP Department Chair approves this minor option.

General Guidelines:

- All courses must be 300 level or above, taken after the bachelor's degree.
- Independent Study (999) may be allowed up to 3 credits.
- 990 (research and thesis) credits may not be used for the minor.
- No more than 5 credits completed 5 or more years prior to admission to the PhD major may be used; courses taken 10 or more years ago may not be used.
- A GPA of 3.0 must be maintained for the minor.

If using courses taken at another university, submit your proposal with this form and include the following: 1) an official, up-to-date transcript; 2) a memo from the minor professor (option A) or major professor (option B) indicating the courses taken at the other institution AND its UW-Madison equivalent.

Student Name (Last, First, Middle)

10 Digit ID Number

Minor: Option A or B-Distributed

List Minor Department(s)

Department	Number	Title	Credits	Grade	Sem./Year

Director of Training

Signature of Advisor

**Signature of Minor Professor
OR Department Chair (Option B)**