



College of Business Administration
 Undergraduate Business Advising Center
 Tahoe Hall Room 1030
 (916) 278-2499

Application Deadline:
 Fall Semester Due by March 1
 Spring Semester Due by October 1

UBAC Use Only
 MPR _____
 Initial _____

MINOR REQUEST

Admission Criteria:

General Business Administration minor: students must be in good standing* according to university standards, junior standing (60+ units completed), completion of MIS 1, 2 & 3, ACCY 1, ACCY 2 and STAT 1. (NOTE: Business Administration majors cannot declare a General Business Administration minor.)

Specialized minors students must be in good standing* according to university standards and have junior standing (60+ units completed). (NOTE: Risk Management & Insurance requires completion of MIS 1, 2 & 3.)

*Good standing is identified as a student having a 2.0 or higher grade point average (gpa) for 1) the CSUS cumulative gpa and 2) the cumulative overall gpa (CSUS and other colleges).

Complete and return this request to the Undergraduate Business Advising Center (Tahoe 1030) in the College of Business Administration. Unofficial copies of all college-level, non-CSUS coursework must accompany this petition. Your request cannot be processed without this information.

Name _____ Sac State ID _____
Last First M.I.

E-mail _____ Day Phone _____

What is your current major? _____

What is your class level? Freshman Sophomore Junior Senior 2nd Bachelors

List all colleges or universities attended _____
 (must attach unofficial transcripts)

CHECK REQUESTED MINOR	
<input type="checkbox"/> General Business Administration	<input type="checkbox"/> Marketing
<input type="checkbox"/> Human Resources Management	<input type="checkbox"/> Real Estate and Land Use
<input type="checkbox"/> Knowledge Management Technology	<input type="checkbox"/> Risk Management and Insurance

For Office Use only	
UBAC Comments/Conditions: Evaluated by: _____ Undergraduate Business Advising Center (UBAC)	<input type="checkbox"/> Change Approved _____ Semester Effective <input type="checkbox"/> Request Denied Date _____

Last Name

First Name

M.I.