

**2011-2012 PETITION/PROGRAM SHEET**  
**Minor: Speech**

**About This Minor . . .**

The Speech minor offers a broad range of courses focusing on human communication behaviors and is designed to complement any major. This minor will enhance your resume and open up many employment opportunities. In a survey of 480 companies and public organizations, communication skills ranked **FIRST** among the personal qualities of college graduates sought by employers. The coursework is designed to improve oral message sending and relational communication skills. You will study presentation skills, conflict resolution, leadership, and nonverbal and intercultural communication, all important skills in our global society.

**POLICIES:**

1. It is your responsibility to determine whether you have met the requirements for your degree. Please see the catalog for a complete list of graduation requirements.
2. You must turn in your "Intent to Graduate" form to the Registrar's Office **by September 15 if you plan to graduate the following May, and by February 15 if you plan to graduate the following December.**
3. This program sheet must be submitted with your graduation planning sheet to your advisor during the **semester prior to the semester of graduation, no later than October 1 for spring graduates, no later than March 1 for fall graduates.**
4. Your advisor will sign and forward the Program Sheet and Graduation Planning Sheet to the Department Head for signature.
5. Finally, the Department Head or the department administrative assistant will take the signed forms to the Registrar's Office. (Students cannot handle the forms once the advisor signs.)
6. If your petition for graduation is denied, it will be your responsibility to reapply for graduation in a subsequent semester. Your "Intent to Graduate" does not automatically move to a later graduation date.
7. NOTE: The semester before graduation, you may be required to take a Major Field Achievement Test (exit exam).

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**NAME:** \_\_\_\_\_ **STUDENT ID #** \_\_\_\_\_

**LOCAL ADDRESS AND PHONE NUMBER:** \_\_\_\_\_

\_\_\_\_\_ ( ) \_\_\_\_\_

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I, (Signature) \_\_\_\_\_, hereby certify that I have completed (or will complete) all the courses listed on the Program Sheet. I further certify that the grade listed for those courses is the final course grade received except for the courses in which I am currently enrolled and the courses which I complete next semester. I have indicated the semester in which I will complete these courses.

\_\_\_\_\_  
Signature of Speech Advisor

\_\_\_\_\_  
Date

20\_\_

\_\_\_\_\_  
Signature of Department Head

\_\_\_\_\_  
Date

20\_\_

\_\_\_\_\_  
Signature of Registrar

\_\_\_\_\_  
Date

20\_\_

**Students should work closely with a faculty advisor when selecting and scheduling courses prior to registration.** See the “Undergraduate Graduation Requirements” in the catalog for additional graduation information.

**Minor Requirements:**

- At least 33 percent of the credit hours required for the minor must be in courses numbered 300 or above.
- 2.00 cumulative GPA or higher in the minor is required
- The number of minors a student may receive at Colorado Mesa University shall not exceed two.
- A student must follow the CMU graduation requirements either from 1) the program sheet for the major in effect at the time the student officially declares a major; or 2) a program sheet for the major approved for a year subsequent to the year during which the student officially declares the major and is approved for the student by the department head. Because a program may have requirements specific to the degree, the student should check with the faculty advisor for additional criteria. It is the student’s responsibility to be aware of, and follow, all requirements for the degree being pursued. Any exceptions or substitutions must be approved by the student’s faculty advisor and Department Head.

**REQUIRED COURSES (21 Semester Hours)**

See the current catalog for a list of courses that fulfill the requirements below.

Course No	Title	Sem.hrs	Grade	Term/Trns
SPCH 101	Interpersonal Communication	3	_____	_____
SPCH 102	Speechmaking	3	_____	_____
SPCH 112	Voice & Diction	3	_____	_____
SPCH 203	Persuasion	3	_____	_____
SPCH 308	Argumentation & Debate	3	_____	_____

Course No	Title	Sem.hrs	Grade	Term/Trns
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**Choose two courses from the following (6 Semester Hours):**

SPCH 303	Nonverbal Communication	3	_____	_____
SPCH 304	Communication & Conflict	3	_____	_____
SPCH 305	Communication: Culture, Diversity & Gender	3	_____	_____
SPCH 306	Communication & Leadership	3	_____	_____
THEA 403	Methods of Teaching Drama & Speech	3	_____	_____