

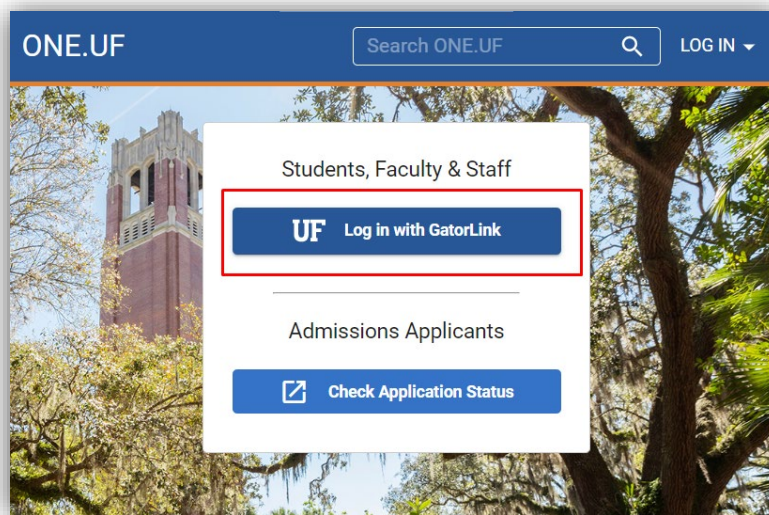
Undergraduate Minor Application

Eligible undergraduate students at the University of Florida may elect to pursue a minor in any of the 100+ minors in varying topics offered at the university. Students should review the information about their minor of interest in the [undergraduate catalog](#).

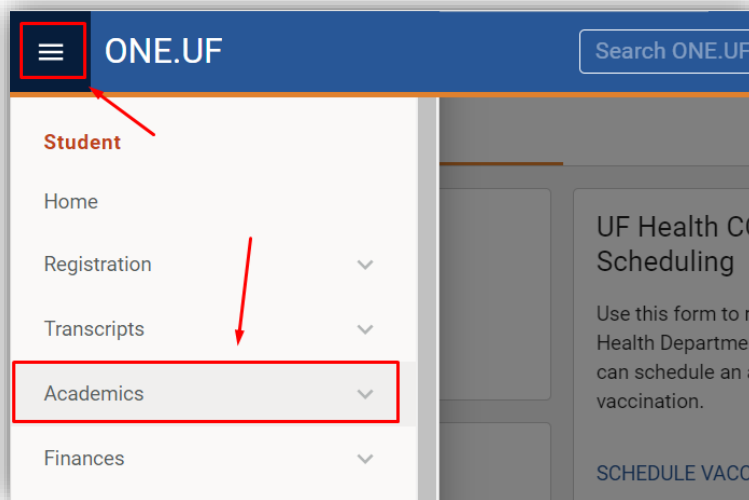
This guide is for undergraduate students interested in **removing** a minor from their academic record.

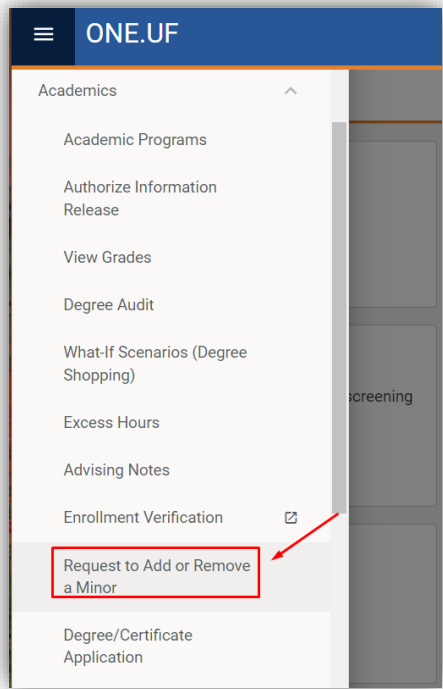
Accessing the Minor Application

Go to [One.UF](#) and log in with your GatorLink username and password.



When the page loads, click the menu icon in the top left navigation panel. From the menu, click and expand the **Academics** section:





When the menu expands, scroll down and click the **Request to Add or Remove a Minor** option.

You will then be taken to the application system to submit your request.

On the main application page, you will see your academic program information, including your primary major and any minors already on your record.

Note: If your listed academic programs appear to be incorrect, you will need to contact your college for assistance.

A screenshot of the 'Request to Add or Remove a Minor' application page. The page title is 'Request to Add or Remove a Minor'. It features a section titled 'My Academic Programs' with two entries: 'Undergraduate' (The College of Liberal Arts and Sciences, Major - Political Science - Bachelor of Arts) and 'Undergraduate' (The College of Liberal Arts and Sciences, Minor - Religion). To the right, there are 'Helpful Links' for 'Excess Hours Info' and 'Contact Information for Colleges'. Below the program list, a message states: 'This page is for undergraduate students who wish to apply for a new minor or cancel an existing minor from their academic record. Please select below the option that is applicable to you:'. At the bottom, there are two buttons: 'Add a Minor' (with a plus sign icon) and 'Remove a Minor' (with a trash can icon).

Submitting an Application to REMOVE a Minor

1. On the Application page, click the **'Remove a Minor'** button:

Request to Add or Remove a Minor

My Academic Programs

Undergraduate
The College of Health and Human Performance
Major - Applied Physiology and Kinesiology - Bachelor of Science in Applied Physiology and Kinesiology
Specialization - Exercise Physiology

Undergraduate
The College of Health and Human Performance
Minor - Medical Geography in Global Health

Undergraduate
The College of Health and Human Performance
Minor - Chemistry

Helpful Links
[Excess Hours Info](#)
[Contact Information for Colleges](#)

This page is for undergraduate students who wish to apply for a new minor or cancel an existing minor from their academic record.
Please select below the option that is applicable to you:

Add a Minor

2. Read the information on the next page regarding removing a minor.

Remove a Minor

Note: This request is for undergraduate students only. Graduate students should NOT use this request page and should instead contact their major department for information on graduate minors.

If you wish to REMOVE an existing minor from your academic record, college approval is not required. Select the appropriate minor you'd like to cancel and submit the request for processing.

* Indicates required field

Select from eligible minors to remove *

3. Select the minor you would like to remove from the drop-down menu and click **'Submit'**.
Note: You will only see minors that are already on your academic record in the list.

Remove a Minor

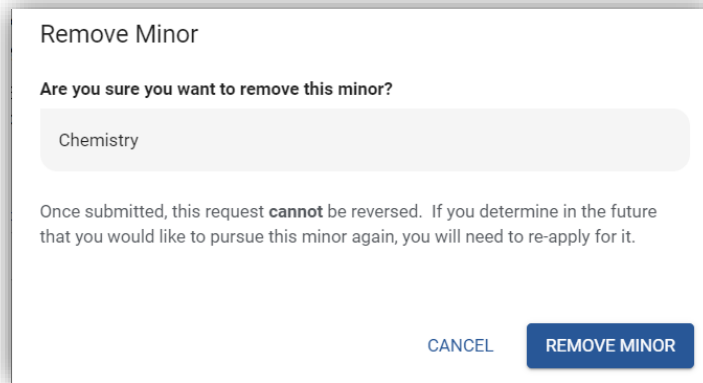
Note: This request is for undergraduate students only. Graduate students should NOT use this request page and should instead contact their major department for information on graduate minors.

If you wish to REMOVE an existing minor from your academic record, college approval is not required. Select the appropriate minor you'd like to cancel and submit the request for processing.

* Indicates required field

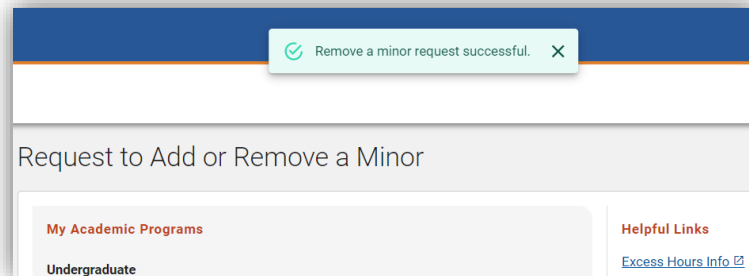
Select from eligible minors to remove *

4. You will receive a pop-up box confirming that you would like to remove the specified minor.
Note: once you click the Remove Minor button, the request cannot be cancelled or reversed.

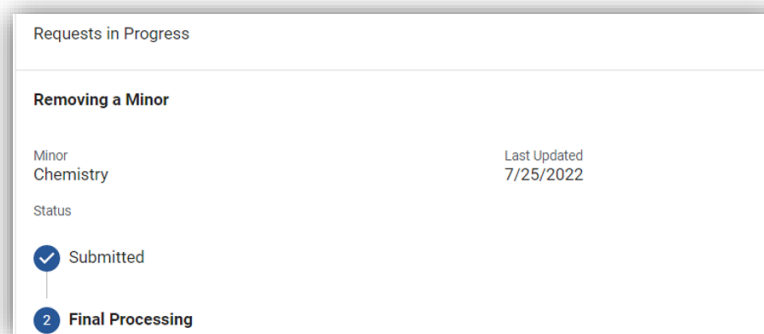


The dialog box is titled "Remove Minor" and asks "Are you sure you want to remove this minor?". Below the question is a text input field containing "Chemistry". A warning message states: "Once submitted, this request **cannot** be reversed. If you determine in the future that you would like to pursue this minor again, you will need to re-apply for it." At the bottom right, there are two buttons: "CANCEL" and "REMOVE MINOR".

5. Once your request is successfully submitted, you will be taken back to the application main page. You will see a green banner stating that your request submitted successfully. You will also receive an email confirmation that your request has been received.



6. Scroll down on the main page to see the Requests in Progress section. There, you will be able to see the status of your request at each step.



7. Removal requests do not require additional approval, so once submitted it will go straight to the final processing step. This means it is waiting to be removed from your record by the Registrar's Office.

Note: Once submitted, minors will be removed from the student record within 2 - 3 business days.

8. When the minor has been removed from your record, the request will go to the 'Request History' section.