COLLEGE OF LIBERAL ARTS AND HUMAN SCIENCES
DEPARTMENT OF ENGLISH
Professional and Technical Writing Minor
For students graduating in calendar year 2020

Student Name _______________  Student Number (last four digits) ____________
Email Address _______________  Year of Graduation ______

The Minor in Professional and Technical Writing requires 18 hours distributed as follows:¹

I. Foundation Courses 6 hours

Professional Writing (3) ENGL 3104
Writing and Digital Media (3) ENGL 3844

II. Electives 12 hours

Choose four (12 hours) of the following, at least 3 hours of which must be at the 4000-level.

Technical Editing and Style (3) ENGL 3804
Creating User Documentation (3) ENGL 3814
Designing Documents for Print (3) ENGL 3824
Intercultural Issues in Professional Writing (3) ENGL 3834
Grant Proposals and Reports (3) ENGL 4804
Developing Online Content (3) ENGL 4814
Science Writing (3) ENGL 4824
Field Study (Professional and Technical Writing Focus) (3) ENGL 4964²

A GPA of 2.0 or better calculated on the basis of all courses comprising the minor in Professional and Technical Writing is required for graduation. 1105, 1106, and H1204 do not count toward satisfaction of the minor. Neither Technical Writing (ENGL 3764) nor Business Writing (ENGL 3774) count as electives for the minor.

¹ All courses listed on this check sheet (except 4964) have as a prerequisite 1106 or H1204 or COMM 1016.
² ENGL 4964 is offered only as a Pass/Fail course. The course may count for the Professional and Technical Writing Minor when taken Pass/Fail.