



Institute for Teacher Education – Minor in Education (MIE) Certification Form

<https://coe.hawaii.edu/academics/institute-teacher-education-ite/minor-education>

Application Deadlines: March 1 for Fall admission, October 1 for Spring admission

Office of Student Academic Services (OSAS) • (808) 956-7915 • osas@hawaii.edu

MIE Process:

1. To declare the MIE, meet with an advisor at the OSAS prior to the application deadline.
2. During appointment with OSAS advisor, complete Student Information and MIE Approved Courses sections.
3. All MIE courses must be completed with a minimum grade of “C” or better and student must maintain a minimum 2.75 cumulative GPA for all MIE courses.
4. In the semester you are finishing your MIE coursework, meet with an OSAS advisor to approve your MIE and complete the signature section of this form.
5. Submit this form with your graduation paperwork to your major college advising office.

Student Information:

Last Name:	First Name:
Student ID #:	UH Email:
Phone Number:	UHM Major:
Mailing Address:	Projected Graduation: _____ Fall _____ Spring _____ Summer _____ Year

MIE Approved Courses:

Course subject & number	Credits	Grade	Semester/Year	Notes

Student Signature

Date

College of Education OSAS Advisor Signature

Date

Major Department Advisor

Major Department Advisor Signature

Date

To Major Advisor: Sign & date to confirm that none of the MIE courses listed above will be used to fulfill General Education Core or Major requirements.