



School of Information Studies
SYRACUSE UNIVERSITY

Declaration of MINOR Information Information Management and Technology

The School of Information Studies offers an 18-credit minor program, which can be pursued along with a major in any college within Syracuse University. The minor is designed to give students knowledge of information technology and an understanding of information and communication problems. It complements many majors because all organizations need people who understand information resources and information technology. Students who minor in information management and technology increase their employability in a variety of careers:

- **Biology and chemistry** majors who want to work in a research lab will be more employable if they can use online information systems to retrieve information and manage data.
- **Retailing** graduates will be better prepared to work in business if they have skills in microcomputer applications and office systems technology.
- **Communications** students must be able to research information and present and package it effectively in video, audio, and print form.
- **Economics, history, and political science** majors with courses in information systems and information policy will find many opportunities to work in federal, state, and local government.
- **Nursing and pre-med** students will be better prepared to work in an automated, information-intensive environment in the health-care industry.

To apply, simply fill out the application form and return it to 114 Hinds Hall. You will be informed via email of our decision.

Curriculum

Admission

Students considering the minor may delay enrolling until the third year of study. However, interested students are encouraged to begin planning with a School of Information Studies advisor during their first or second year. Students are required to fill out a brief application form. Applicants must have a grade point average of at least 3.0. Depending upon available spaces, students with GPAs below 3.0 may be considered. However, there may be times when GPA requirements will be higher than 3.0 due to space restrictions. Students must also meet other criteria as determined by the faculty of the School of Information Studies

Required Courses (9 credits)

IST 195 Information Technologies

One course from each of the following areas:

Technology Courses

IST 233 Introduction to Computer Networking

IST 346 Operating Systems Administration

IST 359 Introduction to Database Management Systems

****IST 256 or 263 may be accepted by petition to fulfill the technology course requirement****

Management Courses

IST 335 Introduction to Information-Based Organizations

IST 352 Information Analysis of Organizational Systems

IST 445 Managing Information Systems Projects

Electives (9 credits)

Select three other information management and technology courses, preferably from one or more of the information management and technology concentrations.

****A minimum of 12 credits of coursework MUST be at the 300+ level. ****

Please keep this form for your records and to track your progress.

SYRACUSE UNIVERSITY
DECLARATION OF MINOR
USE FOR ADDING OR DROPPING A MINOR

Name _____ SUID# _____

Mailing Address _____

Email _____ Phone _____

Home College/School _____ Dual College _____ Major(s) _____

Expected Graduation Date (mo/yr) _____

I WISH TO DECLARE A MINOR IN _____
Title of Minor (Use a separate form for each minor declared) Minor Code

1) Faculty Advisor Signature Date 2) Minor Coordinator Signature Date

3) Student Signature Date 4) Home College Approval Date

I WISH TO CONTINUE PURSUING PREVIOUSLY DECLARED MINOR(S) IN: _____
(Minors previously declared but not listed here will be deleted from your academic record)

I WISH TO DROP A MINOR PREVIOUSLY DECLARED _____
Title of Minor (Use a separate form for each minor declared)

1) Student Signature Date 2) Home College/School Approval Date

Comment Area For Minor Coordinator/College Use Only

**To complete this process you must return this form to your home college. Final
declaration of a minor is dependent on home school college approval.**

Curriculum

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IST 195 Information Technologies

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Management Courses

IST 335 Introduction to Information-Based Organizations

IST 352 Information Analysis of Organizational Systems

IST 445 Managing Information Systems Projects

Electives (9 credits)

Select three other information management and technology courses, preferably from one or more of the information management and technology concentrations. 300-level GET courses may be petitioned to count as electives.

****A minimum of 12 credits of coursework MUST be at the 300+ level. ****