

HISTORY MAJOR CHECKLIST and ADVISING NOTES

Effective Fall 2025 through Summer 2026

Advising Notes for History Majors

- You can [declare a history major online](#) and when you do, your Degree Audit Report (DARS) will show how courses you have taken count toward the history major. You can double-check your progress by noting course numbers, titles, and semester/year in the checklist below. Your academic advisor, listed on your DARS, will be a faculty member of the History Program, and you are always welcome to contact the coordinator of the History Program (doug.rossinow@metrostate.edu) with questions. It may be necessary to share your DARS with the coordinator of the History Program, which you can do by logging in to eServices and saving your DARS as a pdf which you can then send as an email attachment. You are encouraged to talk with an academic advisor or the coordinator of the History Program early in your career at Metropolitan State and whenever you have a question and/or each term, and you should consult the catalog before registering for courses each term.
- The history major requires a minimum total of thirty-eight (38) semester credit hours, completed with a minimum grade of C- in each course. Students can transfer up to 16 semester credits with courses designated as history only. Each course can meet only one history major requirement.
- It is strongly advised that students complete history courses in the order listed in the checklist: lower-division history courses, HIST 301, upper-division history courses, and then lastly HIST 401 and HIST 490 in their final year. History courses require much reading and writing, so it is recommended to take a limited number of history courses per semester – no more than two is recommended.
- HIST 301, HIST 401, and HIST 490 are all required and must be taken and passed with a C- or better in that order, because HIST 301 is a prerequisite for HIST 401 and HIST 401 is a prerequisite for HIST 490.
- HIST 301 introduces students to the study of history. HIST 401 is a proseminar (i.e., discussion-heavy) restricted to history majors and the rotation of resident faculty teaching it ensures that a different topic is covered each year. HIST 490 is the capstone in which students conduct their own research projects; during the capstone, taking as few other classes as possible and/or taking other classes Pass/No Pass is advisable.
- HIST 301 is currently offered in both fall and spring semesters.
- HIST 401 is currently offered in the fall semester and HIST 490 in the spring semester. Additional offerings of HIST 401 may be used as upper-division electives, so long as each offering used is a unique subject.
- It is also strongly advised that students complete all Writing classes (GELS Goal I) very early and that they take Information Studies (INFS) courses. INFS 115 and/or INFS 315 are recommended. INFS 340 was designed with history students in mind and counts for GELS Goal I.
- History courses count toward different General Education and Liberal Studies (GELS) Goal areas and/or for Racial Issues Graduation Requirement (RIGR) and students may use a single history course to fulfill both history major requirements and GELS and/or RIGR. All GELS and RIGR courses are listed separately in Metropolitan State's catalog: [the 2024-2025 GELS course list](#) and [the RIGR course list](#). A student's DARS indicates whether RIGR needs to be fulfilled or which GELS areas need to be fulfilled, if any.
- Any upper-division history course may be scheduled as a faculty-designed independent study. Please, contact the coordinator of the History Program.
- The History Program encourages serious and disciplined history majors and minors to participate in internships which are well-designed and academically beneficial. The program allows one internship per student for academic credit. An internship will be counted as a 0.5-4 credit-hour history course (HIST 350I). Please, contact the coordinator of the History Program.
- What can you do with a history major or minor? The short answer is, anything. A good place to start thinking about history-related careers is [the American Historical Association's webpages](#).
- [Program requirements listed in the catalog](#) take precedence over those appearing on this document.

Checklist

This checklist should duplicate what appears in your DARS for History major requirements. Compare to the DARS to make sure both are correct.

Introductory Level (minimum two courses, 6 credits)

Introductory level courses in U.S. history, western civilization, or world history at the 100 or 200-level (or transfer equivalency) or upper-division Metropolitan State courses HIST 302-309 may fulfill this requirement.

Introductory Electives:

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

HIST 301 Historical Interpretation (4 credits)

HIST 301: Semester/Year: _____ Credits: 4 from: Metro State

Upper-Division Level (minimum five courses, 20 credits)

Any 300-level or above courses at Metropolitan State or transfer equivalency.

Upper-Division Outside U.S. History:

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

Upper-Division Women's/Gender History:

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

Upper-Division Electives:

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

Course Number: _____ Course Title: _____ Semester/Year: _____ Credits: _____ from: _____

HIST 401 Topics Proseminar (4 credits)

HIST 401: Fall, Year: _____ Credits: 4 from: Metro State

HIST 490 Historian as Investigator: Historical Research (4 credits)

HIST 490: Spring, Year: _____ Credits: 4 from: Metro State

Advisor's Notes:

Totals

Transfer History credits (up to 16): _____

History credits completed at Metropolitan State University: _____

Total History credits (minimum 38): _____

Filled out for _____ (student name & ID) by _____ (evaluator's name) on _____ (date).

Contact us

For further inquiries, contact the History Program Coordinator at doug.rossinow@metrostate.edu (fall and spring). In the summer 2026, contact the Department of Ethnic, Gender, Historical, and Philosophical Studies Chair at margaret.vaughan@metrostate.edu.

History Program, Metropolitan State University, 700 East Seventh Street, Saint Paul, Minnesota, 55106-5000. The fax number is 651-793-1446.

The College of Liberal Arts is located at the St. Paul campus in St. Johns Hall 3rd floor. Telephone: 651-793-1440