

(PROCEDURE)

Procedure:	Dual or Second Degrees	Procedure No.:	AA4013.1
Delegated Authority:	College President	Associated Policy Reference No.:	AA4013
Procedure Owner:	VP Academic Affairs	Responsible Party:	Registrar
Approved:	December 10, 2003		
Revised:	October 26, 2011 May 2, 2024		

Purpose: The purpose of this procedure is to provide information for students who wish to earn a dual or second degree.

Statement of the Procedure

Students may earn two degrees concurrently. There must be a minimum of a 15-credit hour difference between both programs.

The student initiates the process by meeting with an Advisor or designee to complete the Registration for a [Dual or Second Degree Form](#).

1. A dual or second degree can be added under the following criteria:
 - a. All previous courses and grades will remain on the permanent record.
 - b. There must be a minimum of a 15-credit hour difference between both programs.
 - c. The student will be bound by the graduation requirements of the catalog at the time that they matriculated into each program.

Students interested in adding a major in a competitive admissions program will need to follow the competitive admissions process and be formally accepted into the program.

The student's eligibility for and the impact of the two-degree programs will be reviewed with Financial Aid.

There is a Dual or Second Degree Form located [here](#) and on the Registrar's [webpage](#).

Related Policies (by number)

AA4013

Forms for further clarification of procedure

[Dual or Second Degree Form](#)

Action <i>(Created, Reviewed, Retired)</i>	Date	Initials	Position Title
<i>Created</i>	12/10/2003		
Revised	10/26/2011		
Revised(prev 3.9.1)	04/25/24	PK	VP Academic Affairs