

This form has two pages. Both pages must be submitted.

Indiana University College of Arts & Sciences Second Bachelor's Degree Application*

*only for students who are currently pursuing a bachelor's degree in the College of Arts & Sciences

PROCEDURES:

1. Complete section A of this form.
2. Take the form to the academic advisor of the department where you wish to earn a second degree to ask for the departmental approval (section B).
3. Return this form (both pages) to the Undergraduate Academic Affairs Office (Kirkwood Hall 012). Your application is then subject to review by the College of Arts & Sciences. You will receive an email within 15 business days regarding the status of your application.

SECTION A: Student

Name: _____ SIDN: _ _ _ - _ _ - _ _ _ IUID: _ _ _ _ _

Mailing Address: _____

Email: _____ Local Phone: _____

1st Bachelor's Degree: _____

I understand the second concurrent bachelor's degree requirements listed on the reverse side of this form. I understand that this form must be submitted to the Undergraduate Academic Affairs Office (Kirkwood Hall 012) after departmental approval is given, and that my application then is subject to final review by the College of Arts & Sciences.

Signature: _____ Date: _____

SECTION B: Departmental Advisor

Our department supports the above student as a candidate for a second bachelor's degree, the BA/BS/BFA with a major in _____. I have discussed all degree requirements with the student.

Comments (optional): _____

Date: _____

Advisor's Signature _____

This form is **VOID** if not submitted to the Undergraduate Academic Affairs Office within 3 months from this date.

THE STUDENT MUST SUBMIT THIS FORM TO THE UNDERGRADUATE ACADEMIC AFFAIRS OFFICE (KIRKWOOD HALL 012) FOR FINAL REVIEW BY THE COLLEGE OF ARTS & SCIENCES.

UNDERGRADUATE ACADEMIC AFFAIRS OFFICE

Approved Denied Deferred

Comments _____

Web Database updated
 Access updated
 Admissions notified
 Student notified

Date _____

Coordinator of Second Degrees
Undergraduate Academic Affairs Office

RECORDER

2nd degree record created
 Term Activation

Last Updated January 31, 2008

Indiana University College of Arts & Sciences

--Second Concurrent Bachelor's Degree--

Regulations*

* These regulations apply to students who are currently pursuing a first degree in the College of Arts & Sciences.

ELIGIBILITY:

In order to be eligible for a second degree in the College of Arts & Sciences, the student must have

- Been granted admission to Indiana University by the Indiana University Office of Admissions.
- A 2.0 minimum College of Arts & Sciences Cumulative Grade Point Average (CGPA).
- A 2.0 minimum GPA in the major of your first degree.
- A 2.0 minimum GPA in the major of your proposed degree.
- Successfully completed the English composition requirement.
- Support from the department of the student's proposed major.
- Approval from the College of Arts & Sciences. *Approval cannot be given if you are currently on academic probation or in dismissal status or equivalent; have 12 or more hours of active Incompletes; received a No-Progress letter for the preceding term; or have less than a 2.0 GPA in the proposed major.*

CONCURRENT SECOND DEGREES:

- The student must complete all the degree requirements for the second degree, including the general education requirements.
- The student is required to follow the degree requirements in effect at matriculation for the first degree. Any student who fails to complete a degree within eight years of matriculation date will follow new requirements.
- Dismissal is final for the second degree.
- The student must apply for graduation for both the first and second degree.

RESTRICTIONS:

- Maximum one course may be used towards the majors of both your first and second degree.
- Certain degree combinations are not acceptable. Please see Coordinator of Second Degrees for further information.
- The student may not simultaneously pursue degrees at different levels (undergraduate, graduate) Also, the student may not enter graduate status while pursuing a second degree in the College of Arts & Sciences.
- The student may not pursue an associate's degree after having completed a bachelor's degree.
- The student may not pursue two BA degrees concurrently.
- The student must have the written recommendation of the major department to enroll in any graduate courses.
- The student may not change his or her second degree major without permission of the Undergraduate Academic Affairs Office.
- If the student changes his or her first degree, the Undergraduate Academic Affairs Office must be notified. The Undergraduate Academic Affairs Office will determine whether or not the new degree combination is acceptable.