



Policy Number: II.19
Policy Level: Operating Policy
Originally Issued: January 13, 2016
Revised: February 12, 2019
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Policy Owner: Provost/ VP Academic Affairs and Student Services
Policy Implementation: Registrar

Second Degrees and Double or Additional Majors

I. Policy Statement and Purpose

In accordance with Athens State University's educational mission, this policy establishes the standards for students who wish to pursue second degrees, concurrent degrees, or double/additional majors at Athens State University. These standards are based on comparable practices at other institutions of higher education, and also recognize the unique status of the University as an upper-division institution.

Federal regulations may not allow a student to receive grant aid for second degrees, concurrent degrees, double or additional majors. Students should consult with the Office of Financial Aid at the University to determine financial aid options.

II. Second Degrees

Undergraduate

Undergraduate Students Who Earned a Previous Undergraduate Degree at Athens State

Students must fulfill all **current** requirements for the new degree and major, and must take at least 25% of the requirements for the new degree and major at Athens State. In order to pursue a second degree after the conferral date of the first degree from Athens State, at least 25% of the course requirements for the new degree and major must be unique to the new degree and major, and must not be courses that are major, pre-professional, or general education courses for the first degree and major. If 25% of the course requirements are not unique, the student will **not be eligible** to receive the second degree/major.

Undergraduate Students Who Earned a Previous Undergraduate Degree at Another Institution

Students must fulfill all **current** requirements for the new degree and major, and must take at least 25% of the requirements for the new degree and major at Athens State.

In accordance with the University's [Academic Honors and Awards](#) policy, to be eligible for a degree with honors, a student must have completed at least 31 undergraduate semester hours at the University, not including coursework excluded by course forgiveness or academic bankruptcy. Degrees with honors are based on performance in **all** academic work completed at Athens State University, with the exception of any coursework excluded by course forgiveness or academic bankruptcy. **Honors awarded for a second degree are not retroactive to the first degree.**



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Graduate

Graduate students who have earned a previous graduate degree at another institution or Athens State and who seek a second degree must meet all admission requirements for the second degree program, complete all catalog requirements for the major in that degree, and must complete a minimum of one-third of the hours required for the second degree at Athens State University.

No more than six (6) semester hours of graduate coursework from any other institution accredited by an institutional accrediting agency recognized by the U.S. Department of Education may be applied to requirements in an Athens State University graduate program. In addition, the graduate transfer coursework must have been completed within the last five (5) years, and the student must have earned a grade of B or higher in the graduate coursework.

III. Concurrent Degrees

Undergraduate

Undergraduate students who have not previously completed a baccalaureate degree can pursue two degrees (i.e., B.A. and B.S., or B.A. and B.S.Ed., or B.S. and B.S.Ed.) concurrently only if at least 25% of the requirements for one of the degrees are unique to that degree, and are not major, pre-professional, or general education courses for the other degree. In addition, the total hours for both degrees must be at least 155 hours. If 25% is not unique or a total of 155 hours cannot be identified for the two degrees, the student is **not eligible** to earn both degrees, and can only be awarded an additional major (see below).

If 25% is unique and a total of 155 hours can be identified, the student is eligible for and can be awarded both degrees simultaneously upon the completion of all requirements for both degrees and majors. Students wishing to pursue concurrent degrees must confer with their advisor(s), complete the appropriate forms to declare the concurrent degrees, and receive the necessary approvals as indicated by the forms before the concurrent degree declarations are added to the permanent academic record.

In accordance with the University's [Academic Honors and Awards](#) policy, to be eligible for a degree with honors, a student must have completed at least 31 undergraduate semester hours at the University, not including coursework excluded by course forgiveness or academic bankruptcy. Degrees with honors are based on performance in **all** academic work completed at Athens State University, with the exception of any coursework excluded by course forgiveness or academic



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bankruptcy. Honors are **not** awarded separately for the concurrent degrees; if a student is eligible for honors based on all institutional coursework for both degrees, the honors awarded will be the **same** for both degrees.

Graduate

Graduate students are not allowed to pursue graduate degrees concurrently at Athens State University.

IV. Concurrent Double or Additional Majors

Double Majors

Undergraduate students can pursue two majors under the same degree concurrently only if at least 20 hours for one of the majors are unique to that major, and are not major, pre-professional, or general education courses for the other major. If at least 20 unique hours cannot be identified between the majors, then a double major is **not possible or allowed**.

Students wishing to pursue double majors must confer with their advisor(s), complete the appropriate forms to declare the double majors, and receive the necessary approvals as indicated by the forms before the double major declarations are added to the permanent academic record.

Additional Majors

Undergraduate students can pursue two majors under different degrees (concurrently only if at least 20 hours for one of the majors are unique to that major, and are not major, pre-professional, or general education courses for the other major. If at least 20 unique hours do not exist between the majors, then the additional major is **not possible or allowed**.

Students wishing to pursue additional majors must confer with their advisor(s), complete the appropriate forms to declare the additional major, and receive the necessary approvals as indicated by the forms before the additional major declarations are added to the permanent academic record.



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V. Responsibility for this Operating Policy

Policy Owner

As part of the initial approval of this policy by the President and subsequent to the original dissemination of the policy, the President has assigned the Provost/Vice President for Academic Affairs and Student Services as the policy owner for the ongoing evaluation, review, and approval of this policy. Subsequent reviews and revisions to this policy must be in accordance with approved operating policy procedures and processes.

This policy will be reviewed every three years or more frequently as needed by the Policy Owner. Revisions will be reviewed/affirmed by the Faculty Senate and the Cabinet and approved by the University President. This policy will be updated/published in the University's Policy Library.

Responsibility for Policy Implementation

The President has assigned the responsibility of implementing this policy to the Registrar, under the direction of the Provost/Vice President for Academic Affairs and Student Services and the Associate Vice President of Enrollment Management and Student Services.