Double Use of Courses Policy Benchmarking

**Summary**

A review of 17 ABOR peer and similar institutions’ double use of courses policy reveals that 10 institutions do not state whether credits may be double counted, though their colleges and departments may have individual policies.

Of the 7 institutions that detail their double counting policies, several include a disclaimer that departments may modify the amount. The University of Arizona currently allows double counting of up to 9 credits, with some restrictions. The lowest specified amount of credits that may be double counted is 6 (University of Maryland). The University of North Carolina allows the most courses to be double counted; of courses applied to each major/minor, 51% must be exclusively applied.

Policies sourced for double use of course information include those pertaining to dual degrees, double majors, minors, general education, and baccalaureate degree requirements. No institutions besides the University of Arizona use the term “double dipping” in policy.

|  |  |
| --- | --- |
| **HOW MANY CREDITS MAY BE DOUBLE COUNTED** | **INSTITUTION** |
| No policy located indicating courses may be double-dipped | * Arizona State University
* UCLA
* University of Florida
* University of Illinois
* University of Iowa
* University of Minnesota
* University of Ohio
* Pennsylvania State University
* Texas A&M University
* University of Texas - Austin
 |
| Up to 6 credits/2 courses may satisfy a major and minor; no courses can satisfy two minors | * University of Maryland
 |
| No more than 25% credit overlap between degrees | * University of Wisconsin
 |
| Up to 9 credits with some restrictions | * **University of Arizona**
* Michigan State University
 |
| 51% of courses must count exclusively to each minor/major; unless prohibited by dept, major or minor courses may be used to satisfy GE requirements | * University of North Carolina
 |
| At least 18 units must differentiate the first major/specialization from the second; advisors determine whether appropriate | * Northern Arizona University
 |
| Courses may be double counted; no limit given but some restrictions; Up to department | * UC Davis
* University of Washington
 |

**Full Policy Texts**

University of Arizona
<https://catalog.arizona.edu/policy/double-use-courses-double-dipping>
Double Use of Courses (Double Dipping)

**The use of courses to satisfy more than one requirement in the student's degree program (e.g., fulfilling both a major and a minor requirement; fulfilling both a General Education and a minor requirement, etc.) is subject to University General Education, college, and department policies on the double use of a course.** See the General Education policy below. Check with your major AND minor advisors for clarification on the double use of any courses within your primary and secondary degree program and the double use of any courses between two degree programs.

Double Use of General Education Courses
The following coursework may be used to fulfill General Education Foundations requirements while simultaneously fulfilling requirements in a major, pre-major, or minor:

Any Math or statistics course at or above the level of Calculus I (MATH 113, 122A/B, or 125) may also apply to a major, pre-major, or minor.

The two higher level courses taken to satisfy the fourth-semester skill level of the Second Language requirement for a B.A. degree may also apply to a major, pre-major, or minor (see Courses Excluded from the Minor).

For students who matriculated in Spring 2022 or beyond**, up to 9 units total may double count to fulfill requirements in a major, pre-major, or minor and General Education, provided the units are taken in courses that are approved General Education Exploring Perspectives or Building Connections courses. Up to three units in each of three courses (for 9 units total) may be used to fulfill General Education Exploring Perspectives or Building Connections requirements while simultaneously fulfilling requirements in a major, pre-major, or minor.**

For students who matriculated prior to Spring 2022, a maximum of two Tier Two courses may also be used to satisfy the minor requirements.

Students should check with their major and minor academic advisors(link is external) for clarification on the double use of any courses within their primary and secondary majors or minors and the double use of any courses between two degree programs.

Arizona State University
NO POLICY LOCATED

Northern Arizona University
<https://www5.nau.edu/policies/Client/Details/1223?whoIsLooking=Students&pertainsTo=All&sortDirection=Ascending&page=1>
Dual Majors, Undergraduate

Students may undertake two majors if they satisfy all requirements for each one. Be aware that if the total units required for the two majors exceed 75, students must normally take more than 120 units to complete the degree. However, **students are permitted to use the same course or courses, if appropriate, to satisfy requirements for both majors in a dual major.** Please contact your advisor to discuss your options.

A dual major is possible only when both majors are included under the same degree and when there are 18 unique units in the first major/specialization to differentiate it from the requested second major/specialization.

For example, you can’t have a dual major in forestry (B.S.F.) and any other major, because the B.S.F. degree is specific to Forestry. However, you can have a dual major in English (B.A.) and History (B.A.), since both majors are included under the Bachelor of Arts degree and there are 18 units that are unique to each major.

Note: the major requirements for each major in a dual major must come from the same catalog.

If you are pursuing a dual major, you are not required to have a minor.

Students pursuing a dual- or triple- major at Northern Arizona University must satisfy the liberal studies requirements for one of the majors. Once the liberal studies requirement for one major is satisfactorily completed, the student is deemed to have met the liberal studies requirements for both majors.

Northern Arizona University
<https://www5.nau.edu/policies/Client/Details/456?whoIsLooking=Students&pertainsTo=All&sortDirection=Descending&page=2>
Merged Major, Undergraduate

One major may require courses that are also required in another major**. You can then earn these two majors as a merged major, which means you can complete the requirements for both majors with fewer units than if the majors were completed separately**. Specific merged majors are described under individual disciplines in the Northern Arizona University Academic Catalog.

UC Davis
<https://academicsenate.ucdavis.edu/bylaws-regulations/regulations#522->
Baccalaureate Degree Requirement in General Education

In satisfying the General Education requirement: (Am. 6/6/2008)

1. **Course units that satisfy requirements in the candidate’s major or majors may also be counted toward satisfaction of General Education requirements.**

2. While some courses may be certified in more than one of the three subject matter areas for Topical Breadth, no student may count a given course in more than one subject matter area. (En. 6/6/2008)

3. No course may be counted by a student toward the satisfaction of more than one of the four Core Literacies. (En. 6/6/2008)

4. With the exception of the 8 units of designated English Composition coursework, a course offered toward the satisfaction of the Core Literacies component may also be offered in satisfaction of the Topical Breadth component. (En. 6/6/2008)

5. No course passed prior to satisfaction of the Entry Level Writing Requirement shall be offered toward satisfaction of the General Education requirements for writing experience coursework. (Am. 6/6/2008)

6. Candidates may not present Advanced Placement or International Baccalaureate credit in satisfaction of General Education requirements, except insofar as it may be applied to the English Composition component of the Literacy with Words and Images requirement. (En. 6/6/2008, Am. 6/3/2011)

7. Transfer students who have successfully completed the Intersegmental General Education Transfer Curriculum (IGETC) are exempt from all General Education requirements that may be met with lower-division courses. (Am. 6/6/2008, 6/3/2011)

8. Students transferring to UC Davis who have not completed the IGETC curriculum shall satisfy all General Education requirements as specified by this Regulation, but may offer previously completed coursework toward their satisfaction. (Am. 6/6/2008, 6/3/2011)

9. The Committee on Courses of Instruction has authority to delegate and to rescind prior delegation to the Deans of the undergraduate colleges the authority to determine the suitability of non-UC Davis courses presented by new and continuing undergraduate students in satisfaction of General Education requirements. (En. 6/3/2011)

10. Subject to the limits otherwise applicable, candidates may elect Passed/Not Passed grading for courses fulfilling General Education requirements. (En. 6/6/2008)

UCLA
NO POLICY LOCATED

University of Florida
NO POLICY LOCATED

University of Illinois – Urbana Champaign
NO POLICY LOCATED

University of Iowa
NO POLICY LOCATED

University of Maryland
<https://academiccatalog.umd.edu/undergraduate/registration-academic-requirements-regulations/degree-information/#text>
Minors

The structures of minors vary in detail, but, with rare exceptions, they all require no fewer than 15 and no more than 24 credits with at least 9 credits in upper division courses (300-level or above). **No more than six credits (or two courses) may be applied to satisfy both the requirements of a minor and a major program**. **No course may be used to satisfy the requirements of more than one minor**. All courses taken for a minor must be completed with a minimum grade of "C-". A minimum C (2.00) cumulative grade point average across all courses used to satisfy the minor is also required.

Michigan State University
<https://reg.msu.edu/Read/UCC/dualdegrees.pdf>
Dual Degrees/Same Institution

* College of Natural Science has dual degree programs where students receive both their undergraduate and graduate degrees at the same time. **There is no double counting of credits between the two programs.**
* “Second or Dual Master’s Degrees.” The application of **up to nine (9) credits, appropriate to both programs, may be used from the first degree toward the second degree.** Credits are all taken at the graduate level. ·
* “Dual Master’s Degree and Medical Degree”. Students enrolled in a graduate professional program in the colleges of Human Medicine, Osteopathic Medicine, or Veterinary Medicine who are also enrolled in a master’s degree program at MSU **may request the duplicative application of up to 9 credits appropriate to both programs.** Credits are taken at both the graduateprofessional (medical) and graduate level.

University of Minnesota
NO POLICY LOCATED

University of North Carolina
<https://catalog.unc.edu/undergraduate/degree-requirements/#requirementstext>
Requirements for Undergraduate Degree Programs

Requirements for Majors
The following requirements and limitations apply to all undergraduate academic majors at the University:

* **Unless specifically prohibited by departments or curricula, major or minor courses may be used to satisfy General Education requirements.**
* Courses in a student’s major academic unit, or specifically required by the major, including foreign language courses, electives, and any additional required courses (or any courses cross-listed with such required courses) may not be declared a Pass/Fail course.
* A minimum cumulative GPA of 2.000 in coursework taken at UNC-Chapel Hill in the major core is required. Some programs may require higher standards for admission to the program, for prerequisite courses in specific sequences, and/or for specific core courses, particularly for professional school programs with additional accreditation standards.
* All students, including students transferring from another institution, must take at least half of their major core requirements (courses and credit hours) at UNC–Chapel Hill.
* Some majors require a gateway course that must be taken first, before enrolling in any other courses that satisfy the core requirements in the major. Students must earn a grade of C or better (C- does not qualify) in the gateway course.
* No more than two courses (six to eight credit hours) of BE credit may be used as part of the major core.

Requirements for Minors
Students enrolled in the College of Arts and Sciences who wish to complete a minor in a professional school must receive permission from the professional school.

The following requirements and limitations apply to all undergraduate academic minors:

* A student may have no more than two minors, regardless of the student’s major degree program. Academic units may exclude certain minors from being elected and completed by students majoring in these units.
* **More than half (not merely half) of the credit hours and courses (including cross-listed courses) taken to satisfy the minor requirements must be counted exclusively in the minor and not double-counted in other majors or minors.**
* At least nine hours of core requirements in the minor must be completed at UNC–Chapel Hill and not at other academic institutions. Certain academic units may require that more than nine hours must be completed at the University.
* Some academic units may disallow the double-counting of courses in the minor and as General Education courses.
* A minimum cumulative GPA of 2.000 in coursework taken at UNC-Chapel Hill in the minor core is required. Some programs may require higher standards for minor or specific courses.
* No more than one BE credit course (three to four credit hours) may be used as part of a minor.
* All courses in the minor unit must be taken for a regular letter grade. Courses in a student’s minor unit, or specifically required by the minor, including foreign language courses, electives, and any additional required courses (or any courses cross-listed with such required courses) may not be declared a Pass/Fail course.
* If students plan to pursue the completion of a minor, they are encouraged to declare their minor by early in the junior year.

Combining Majors and Minors
Students in the College of Arts and Sciences are permitted to study up to three subjects in depth. They may do this in one of the following ways:

* one major
* two majors
* one major and one minor
* two majors and one minor
* one major and two minors

Students enrolled in professional schools who wish to have a second major or minor in the College of Arts and Sciences must receive permission from their professional school and the College of Arts and Sciences; students who receive permission to have a second major in the College of Arts and Sciences are required to complete all General Education requirements. Students enrolled in professional schools who wish to have a second major or minor in a different professional school must receive permission from both professional schools.

A student may pursue in-depth study in multiple areas by fulfilling all major/minor requirements in each of the selected disciplines, in addition to General Education requirements. Students may not pursue two concentrations (emphases, options, or tracks) within the same major. In general, students may pursue a minor in the same department or curriculum as the major, provided they follow the double-counting rules described below and do not exceed 45 credit hours of coursework in any one subject. For example, a major in Asian studies with a concentration in Japanese and a minor in Korean, both housed in the Department of Asian Studies, are permitted. Some departments may restrict majors and minors within the same academic unit, so please consult an academic advisor, the department, or the curriculum.

**Courses that fulfill core requirements for a major or minor may be double-counted (applied to a second major or minor) with the following general limitation: more than half (not merely half) of the courses and course credit hours taken in each major/minor must be exclusive to that major/minor. In a 10-course major, for example, at least six courses, and at least 51 percent of the credit hours, should be counted exclusively in that major and should not double-count even if cross-listed with courses in a student’s second major or a minor**. **Some majors may further restrict double-counting courses**. **Students who are pursuing two majors and a minor (or two minors and a major) may, in principle, use a single course to satisfy requirements in all three areas of study, provided that more than half (not merely half) of the courses and course credit hours taken in each major/minor are exclusive to that major/minor.**

Ohio State University
NO POLICY LOCATED

Pennsylvania State University
NO POLICY LOCATED

Texas A&M University
NO POLICY LOCATED

University of Texas Austin
NO POLICY LOCATED

University of Washington Seattle
 <https://www.washington.edu/uaa/advising/degree-overview/majors/double-degree-and-double-major/>
Double degree and double major

Overlap between majors
**Overlap between the core requirements of two majors is allowed to the extent that the major departments involved allow it.** Consult departmental advisers.

Overlap with General Education/Areas of Knowledge requirements
When both of your majors or degrees are in the same college, you must complete the General Education requirements for that college.

When the majors/degrees are in different colleges, you have to complete both sets of requirements. However, in most pairs of general education requirements, one set is a subset of the other. To the extent that the requirements do not overlap, you must complete the requirements for both colleges. In many cases, the only difference will be the foreign language requirement in the College of Arts and Sciences, the College of Education, and the School of Social Work.

As usual, **if at least one of your majors/degrees is in the College of Arts and Sciences, you may count no more than 15 credits from one major department toward the Areas of Knowledge requirement. However, when you double major/degree, courses from the second major may count toward the Areas of Knowledge requirement without restriction. You choose which major is the one with only 15 credits of overlap allowed.**

University of Wisconsin - Madison
<https://policy.wisc.edu/library/UW-1205>
Double Degrees

In all scenarios, regardless of whether double degree programs are completed consecutively or concurrently, students must:
Be admitted to both programs.
Fulfill the Graduate School’s minimum graduate residence, degree, and coursework credit requirements for each degree.
Complete the specific degree requirements for each program, including minimum graduate degree, residence, and coursework (50%) credit requirements for each.
**Have no more than a 25% credit overlap between degrees, based on the lower credit requirements of the two programs.**