**Policy Revision**

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| **Policy Title** | Bachelor’s Degree Requirements, Multiple Majors & Degrees  Major Declaration | | | |
| **Policy URL** | <https://catalog.arizona.edu/policy/program-graduation/degrees-programs/undergraduate/bachelors-degree-candidacy>  <https://catalog.arizona.edu/policy/program-graduation/student/change-major-college> | | | |
| **Suggested updates** | -Rename “Bachelor’s Degree Candidacy & Related Information” policy to “Bachelor’s Degree Requirements, Multiple Majors & Degrees”.  -Rename “Change of Major or College” policy to “Major Declaration”.  -Remove sequential degree requirement of an additional 30 units. -Remove stipulation from sequential degrees that students may not complete more than 50% of their second degree requirements prior to conferral of the first degree. -Add requirement that students must earn at least 18 unique University credits for each degree, to align with requirements for a second major. -Add provision that a second degree may replace a minor with approval from the program, to align with allowances for a second major. -Move relevant information on multiple majors from the Major Declaration policy to the Bachelor’s Degree Requirements, Multiple Majors and Degrees policy. -Add table to clarify different use cases for sequential degrees, concurrent degrees, and multiple majors. -Remove procedural information from both policies.  -Remove requirement for dean’s office approval of major changes. | | | |
| **Rationale for updates** | -Aligning multiple majors and multiple degrees so all options have the same basic requirements will close potential loopholes; students will be able to select the appropriate timing and type of programs based on academic interest and goals rather than logistical differences:   * Students are known to delay graduation of their first degree in order to earn a concurrent degree and avoid the additional 30 unit-requirement of sequential degrees. * Students and advisors must manually monitor progress to second sequential degree to ensure they don’t complete more than 50% prior to conferral of the first degree. There is no academic benefit to this requirement. * A second major requires 18 unique university credits for each major while second degrees do not currently have this requirement; aligning all program types will ensure all pathways have equal controls and there is no logistical incentive to select one over the other. * As a second major can waive a minor requirement, adding this provision to second degrees will level out all pathways.   -Information on multiple majors is more pertinent in the context of multiple degrees than regarding a change of major. Students and advisors can easily compare the three different scenarios for multiple majors/degrees to determine applicability when presented as a single policy. -Procedural information should not be part of policy; this information is already located on the Graduation Services website where it can be kept up to date more easily.  -Few colleges currently require dean’s office approval for major declaration/major changes. Removing this wording allows for greater flexibility for colleges’ major declaration processes. | | | |
| **Contact Person for Questions** | Abbie Sorg | | | |
| **Responsible Unit** | The Office of the Registrar | **URL** | <https://registrar.arizona.edu/> | |
| **Career Applicability** | Undergraduate  Graduate  Law  Medicine  Pharmacy  Veterinary Medicine | | | |
| **Approvals Granted**  *(for council use only)* | University-Wide GE Committee | Scheduled: XX | | Status: XX |
| UGC Policies Subcommittee | Scheduled: 12/12/2023, 3/26/2024, 4/23/2024, 8/20/2024, 9/24/24, 10/22/24 | | Status: |
| Undergraduate Council | Scheduled: | | Status: |
| Graduate Council | Scheduled: XX | | Status: XX |
| Undergraduate CAAC | Scheduled: | | Status: |
| Graduate CAAC | Scheduled: XX | | Status: XX |
| Faculty Senate Executive Committee | Scheduled: | | Status: |
| Faculty Senate | Scheduled: | | Status: |
| Provost | Scheduled: | | Status: |

**Policy Revision Side by Side**

Additions in Green – Deletions in ~~Yellow~~

| Existing Policy | Proposed Edit |
| --- | --- |
| ****Bachelor's Degree ~~Candidacy & Related Information~~****~~Application for Degree Candidacy~~ ~~The University awards degrees four times annually: in January, May, August and December. For undergraduate degree candidacy filing deadlines and fees, see the~~[**~~Graduation Services~~**](https://registrar.arizona.edu/support-services/graduation-services)~~site.  (Graduate students may consult the~~[**~~Graduate Degree Requirements~~**](https://grad.arizona.edu/gsas/degree-requirements)~~site.)~~ ~~Changes in Degree-Application Information~~ ~~Once a degree application has been filed, applicants are required to notify their~~[**~~Graduation Services advisor~~**](http://www.registrar.arizona.edu/academics/graduation-services-advisors?audience=students&cat1=7&cat2=25)~~promptly of subsequent changes in the following information: (1) anticipated date of graduation; (2) degree, major, minor, catalog being used; (3) name, local address and telephone number, permanent address. Failure to do so may result in delay in awarding of the degree.~~ Completion of Degree Requirements The Bachelor's degree requires a minimum of 120 units **and**the completion of all major, minor, and General Education requirements.  All degree requirements must be completed by the last day of final exams ~~in~~ the ~~semester or~~ term in which the degree is to be awarded. ~~The applicant is also responsible for providing all documentation relating to the completion of his/her degree program to the Undergraduate Graduation Services Office within 30 calendar days following the last day of final exams in the semester or term in which the degree is to be awarded. Documentation may include, but not be limited to, official transcripts from other educational institutions/programs, actions resulting from University General Petitions, Change of Grade forms (including removals of "I" grades), etc. Failure to meet these responsibilities may result in a delay or non-awarding of the degree.~~  ~~Degree candidates who find it necessary to leave The University of Arizona and complete final course requirements through transfer work are required to notify their~~[**~~Graduation Services advisor~~**](http://www.registrar.arizona.edu/academics/graduation-services-advisors?audience=students&cat1=7&cat2=25)~~of such plans before leaving the University.~~ ~~Second Bachelor's Degree~~ **~~Sequential Degrees:~~**~~Candidates for a second bachelor's degree at The University of Arizona with a different award date than the first must earn no fewer than 30 units of University Credit in addition to the units required for the first degree, and must meet all requirements for the second degree. For partly overlapping but sequential degrees--when the second award date differs from the first--the 30 additional units are added to the first degree's total units for a minimum of 150 units, although some of the additional units may have been completed before conferral of the first degree.~~  ~~Students may apply for a sequential second degree with a degree title that is the same as the first (e.g., B.S. in Plant Sciences and B.S. in Microbiology). For sequential degrees, students must complete at least 50 percent of all course work required in the major (as defined on the Academic Advisement Report) of the second degree after conferral of the first degree.~~  **~~Concurrent Degrees:~~**~~If the degrees are completed at the same time, the 30 additional units of University Credit are not necessary. The student may earn concurrent (simultaneous) degrees with a minimum of 120 units and the completion of all major, minor, and General Education requirements, as long as both degrees are awarded on the same date.~~  Students may apply for a ~~concurrent~~ second degree only if the degree title and major differ from the first.Students pursuing another academic program that would lead to the same degree title as the primary program must declare that program as an additional major, not a ~~concurrent~~ degree. ~~Two or more majors may be completed within one academic degree program as long as these majors lead to the same degree title. However, after the first degree is awarded, another major cannot be appended to it.~~ ~~Clearance of Accounts~~ ~~Degree candidates are required to clear any indebtedness to the University before completion of degree requirements will be officially certified or the diploma released.~~ | ****Bachelor's Degree Requirements, Multiple Majors and Degrees****Completion of Degree Requirements The Bachelor's degree requires a minimum of 120 units **and**the completion of all major, minor, and General Education requirements.  All degree requirements must be completed by the last day of final exams of the term in which the degree is to be awarded. Multiple Majors and Degrees Students wishing to complete more than one baccalaureate program may choose to do so by declaring multiple majors or earning multiple degrees. The timing of completion and the degree type associated with each program determine the specific degree conferral requirements as well as whether a student's programs are awarded as a single degree or multiple degrees. Students may apply for a second degree only if the major differs from the first.   |  |  |  |  | | --- | --- | --- | --- | | **MULTIPLE MAJOR/ DEGREE TYPE** | **TIMING** | **DEGREES CONFERRED** | **REQUIREMENTS** | | Sequential Degrees | Degrees have different conferral dates | Two or more majors leading to one or more Bachelor’s degree type | * Minimum 120 units total * Minimum 18 units of unique [University Credit](https://catalog.arizona.edu/policy/courses-credit/credit/credit-definitions) for each degree. * Completion of all major, minor and General Education requirements for each degree. * 2nd degree may replace a required minor with program approval. | | Concurrent Degrees | Degrees have same conferral date | Two or more majors leading to two or more Bachelor’s degree types | * Minimum 120 units total * Minimum 18 units of unique [University Credit](https://catalog.arizona.edu/policy/courses-credit/credit/credit-definitions) for each degree. * Completion of all major, minor and General Education requirements for each degree. * 2nd degree may replace a required minor with program approval. | | Multiple Majors | Majors have same conferral date for a single degree | Two or more majors leading to a single Bachelor’s degree type | * Minimum 120 units * Minimum 18 units of unique [University Credit](https://catalog.arizona.edu/policy/courses-credit/credit/credit-definitions) for each major. * Completion of all major, minor and General Education requirements for each major. * 2nd major may replace a required minor with program approval. * Degree is conferred by the college of the student’s primary major. | |
| ****~~Change of~~ Major ~~or College~~**** ~~Students wishing~~ to declare a major ~~in a different college~~ must ~~first receive permission from the dean's office of the~~[**~~college~~**](http://www.arizona.edu/topics/colleges)~~to which they wish to transfer. Change from one college to another is initiated by filing a change of college form with the new college.~~  ~~To change majors within your current college,~~ consult with the [academic advisor](http://advising.arizona.edu/content/academic-advisor-directory) for the ~~new~~ major regarding program requirements and the procedure to declare the major. There may be restrictions on ~~the time of~~ the ~~semester for declaring~~ a major ~~or changing colleges.  Students should contact the dean's office of the college they wish to enter for information on the optimal time to begin the new program of study.~~  ~~While you explore major options, you may declare "no major selected," a status available to freshmen and sophomores,~~[**~~The A Center~~**](https://theacenter.arizona.edu/)~~will help you by providing comprehensive advising to assist students in the major exploration process.~~ ~~Multiple Majors~~ ~~A double major is possible for undergraduate students with two principal fields of study in programs that offer the identical degree type. For example, a student can major in both Linguistics and Classics, since both lead to the Bachelor of Arts Degree. A triple major is another option, as long as the same degree title is available for the selected majors:  B.A., B.S., B.F.A., B.S.B., etc. Double and triple majors may be in the same or different colleges.~~  ~~A second major may replace the required (or optional) minor, or it may be completed in addition to a minor in the student's degree program. The minimum total units required for graduation are set by the primary degree program or major (the first one). At least 18 units in each major must be taken as~~[**~~University Credit~~**](https://catalog.arizona.edu/policy/courses-credit/credit/credit-definitions)~~. See the~~[**~~Academic Advisement Reports~~**](https://uaccess.schedule.arizona.edu/psp/pubsaprd/UA_ADV_CATALOG/HRMS/h/?tab=DEFAULT)~~for a complete statement of the requirements and approved courses for all undergraduate majors. It is essential to maintain contact with the~~**~~major advisor~~**~~in each department to ensure that all specific requirements are met.~~  ~~The student's primary major determines the student's college. The student with a double major follows the degree requirements, policies and procedures of the college offering the primary major/degree program. All majors are declared when the student files an application for degree candidacy. When the student has completed all degree requirements, including those for the second/third major, the college of the primary major/degree program awards the degree, along with any academic honors.~~  ~~To add a second or third major within or outside of your college, consult with the~~[**~~academic advisor~~**](http://advising.arizona.edu/content/academic-advisor-directory)~~for the new major regarding program requirements and the procedure to declare the major. There may be restrictions on the time of the semester for declaring the major. Declaration of a second or third major does not involve a change of college~~. ~~Time to~~ Declare a Major **~~Students with No Major Declared or No Major Selected~~** ~~Contact your~~[**~~college~~**](http://www.arizona.edu/topics/colleges)~~dean's office for information about academic advising for undecided students in your college.~~  Students must declare a major in a degree program prior to earning 60 units or ~~before attaining junior standing~~. Incoming transfer students with a minimum of 60 transferable units have one ~~semester~~ at the University before they need to declare a major in a degree program.  Students admitted to a pre-major should consult with their major advisor regarding the time limit for admission to the major degree program.  ~~For help in choosing a major or a career, contact one of the offices listed below for guidance.  These offices are staffed by professionals who specialize in helping students identify academic and long-term career goals.~~   * [**~~The A Center~~**](https://theacenter.arizona.edu/)  [~~Career Services~~](http://www.career.arizona.edu/) | ****Major Declaration**** Students may declare one or more majors as undergraduates. The process is the same whether a student is declaring a major for the first time, changing majors, or declaring an additional major or degree (for more information on multiple majors/degrees, see the Bachelor’s Degree Requirements, Multiple Majors & Degrees policy).  To declare a major, students will follow the process outlined by the academic unit and consult with the [academic advisor](http://advising.arizona.edu/content/academic-advisor-directory) for their desired major. There may be restrictions on when in the term a major can be declared.  Students must declare a major in a degree program prior to [junior standing](https://catalog.arizona.edu/policy/registration-tuition-fees/registration-enrollment/classification) (60 earned units). Incoming transfer students with a minimum of 60 transferable units have one term at the University before they must declare a major in a degree program.  Students’ selected major and college will determine their course requirements; students should review their updated academic advisement report after the major declaration process to confirm their new requirements. |