Print Name _____ _____
Last First Middle WKU ID Number

Local Address _____ _____
Street or Residence Hall WKU Email Address

_____ _____
City State Zip Daytime Phone Number

Second Degree Program

College or Unit:
- ❑ Arts and Letters
- ❑ Business
- ❑ Education and Behavioral Sciences
- ❑ Health and Human Services
- ❑ University College
- ❑ Science and Engineering
- ❑ Community College

Proposed Date of Graduation:
(date by which all requirements will be completed)
- ❑ May 20 ___ ___
- ❑ August 20 ___ ___
- ❑ December 20 ___ ___

First Major

Ref # Title

Concentration (if applicable)

Subject Area	Course No.	Hr.	Gr.	Tr.
	Subtotal Hours			

Approved,
Dept. Head Date

Degree Program Declaration

Rules and regulations governing the completion of second degree requirements are printed on this form. I understand and accept responsibility for meeting the requirements for graduation.

Student Signature Date

First Minor or Second Major

Ref # Title

Concentration (if applicable)

Subject Area	Course No.	Hr.	Gr.	Tr.
	Subtotal Hours			

Approved,
Dept. Head Date

Second Minor

Ref. # Title

Subtotal Hours			

Approved,
Dept. Head Date

Teacher Certification Requirements

Note: This section is to be completed if student is seeking teacher certification.

Ed.			
Ed.			
Ed.			
Ed.			
Ed.			
Ed.			
Ed.			
Ed.			
Psy.			
Subtotal Hours			

Approved,
Head, Teacher Education Date

Electives

Subject Area	Course No.	Hr.	Gr.	Tr.
	Subtotal Hours			

GRAND TOTAL HOURS
(Sum of all Subtotal Hours)

Transfer Credit Used for this Degree Program

College State

Institution-Date of 1st Degree

1st Degree Earned from

Degree Date

Program Approval

Advisor - 1st Major Date

Advisor - 2nd Major Date

College Dean/Representative Date

Second Degree Policy

Students who have successfully earned a degree from WKU or another accredited college or university may earn a second degree at the equivalent level upon completion of the curriculum as approved by the major department and the following minimum requirements. This procedure may not be used to earn degrees concurrently at the same level.

A. Second Associate Degree

- An acceptable associate or higher degree from a fully accredited college or university.
- An approved program including a minimum of fifteen (15) semester hours in a new area of specialization earned after completion of the first degree.
- Twelve (12) semester hours contained in the approved program must be earned at WKU.
- A 2.00 grade average must be earned for all course work presented in completion of the program; in all coursework completed at WKU; and in all coursework in any field of specialization.

B. Second Baccalaureate Degree

- An acceptable baccalaureate degree from a fully accredited college or university.
- An approved program including a minimum of thirty (30) semester hours earned after completion of the first degree.
- Twenty-four (24) semester hours contained in the approved program must be earned at WKU.
- Fifteen (15) semester hours must be earned in completion of a new major.
- One-half of the new semester hours presented in completion of each major and minor must be earned at the upper division level.
- A 2.00 grade average must be earned for all coursework presented in completion of the program; in all coursework completed at WKU; and in all coursework in each major and minor.

Revised 01/2008