



Kutztown University Policy ACA-073

Second Degree – Undergraduate Students

A. Purpose

The purpose of this policy is to define the procedure for pursuing a second baccalaureate degree after completing a first baccalaureate degree at Kutztown University.

B. Scope

This policy applies to students who have completed an undergraduate degree at Kutztown University or at another institution and who seek an additional undergraduate degree at Kutztown University. This policy does not apply to students who seek to simultaneously earn more than one major or degree from Kutztown University. Students seeking to earn simultaneous major/degrees should see Policy ACA-071.

C. Keywords and phrases

Second degree: pursuing a second undergraduate degree after completing a first degree at a regionally-accredited institution. A student completing a second degree at Kutztown University is awarded a diploma from Kutztown University regardless of whether the second degree is in the same or different degree area as the first degree (i.e., B.A., B.S., B.S. Ed., etc.).

Dual/simultaneous major: pursuing more than one undergraduate major concurrently with a first major of the same degree, such as a B.A. in English and a B.A. in History. See Policy ACA-071.

Dual/simultaneous degree: pursuing more than one undergraduate major concurrently with a first major in a different degree area, such as a B.S. in Computer Science and a B.A. in History. See Policy ACA-071.

D. Policy & Procedure(s)

The student must be admitted to the second degree program through the undergraduate admissions process after completing the first degree program. Only coursework earned after admission to the second degree will fulfill the requirements listed below.

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To earn a second degree:

1. All requirements for the curriculum of the major and required related courses of the major of the second degree must be satisfied.
2. A student must earn at least 30 credits at Kutztown University after matriculation to the second degree. At least 18 of these credits must be in the admitted major of the second degree.
3. The department will determine the currency of prior learning for major courses completed as part of the first degree. Courses that are deemed currently completed as part of the first degree do not have to be repeated for the second degree.
4. Completion of the first degree satisfies all general education requirements of the second degree. However, required related courses must still be completed. For example, a second degree Physics major would still need to complete Calculus coursework, even though there would be no general education Math requirement.
5. All University requirements, such as a minimum GPA of the major and number of credits taken at Kutztown University in the major, must be met.

E. Effective Date

Fall 2013
Fall 2020

F. Approved By

University Senate endorsed – May 2, 2013
University President approved – June 17, 2013
Office of the Chancellor – May 4, 2018
University Senate endorsed – December 5, 2019
University President approved – December 13, 2019

G. Last Reviewed

August, 2013
August, 2014
August, 2015
August, 2016
August, 2017
August, 2018
August, 2019
August, 2020