



## **Kutztown University Policy ACA-074**

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### **Second Degree – Graduate Students**

#### **A. Purpose**

The purpose of this policy is to clarify the procedures for completing a second Master's degree at Kutztown University. This policy applies to graduate students returning to complete a second Master's degree at Kutztown University.

#### **B. Scope**

This policy applies to all graduate students who seek an additional degree of the same level.

#### **C. Keywords and phrases**

More than one degree: More than one degree is earned to include the associated number of diplomas.

Simultaneous: Completion of requirements during continuous enrollment.

#### **D. Policy & Procedure(s)**

For post-graduate students returning for a second Master's degree, students need to complete a minimum of 15 additional credits (regardless of the number of earned credits for the first Master's degree) and complete degree requirements in effect at the time of matriculation for each additional Master's degree. The department will determine the requirements for the currency of prior learning related to the major program of study.

A student wishing to complete two graduate degrees simultaneously should refer to Policy ACA-072 Simultaneous Degrees – Graduate Students.

#### **E. Effective Date**

Fall 2013  
Spring 2019

Policy ACA-074

**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 – November 6, 2018  
University President approved – May 28, 2019

**G. Last Reviewed**

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