Information on Earning a Second Undergraduate Degree

An individual may pursue a second undergraduate degree to fulfill a different academic objective but may not concurrently pursue two undergraduate degrees at SUNY Oswego. An individual who seeks admission/readmission to earn a second undergraduate degree must:

1. meet with an academic advisor in the desired major to develop a program of study;
2. the program of study must be approved by the dean’s office before being admitted/readmitted;
3. complete and pass a minimum of 30 hours of coursework at Oswego;
4. complete all requirements in the major with the combination of the courses taken before admission/readmission and those taken after to earn the second undergraduate degree.

Students admitted to pursue a second undergraduate degree begin with a new (0.00) GPA.
Second Undergraduate Degree Request Form

Instructions for the Student:
Please complete the following information and provide to the appropriate academic department for approval to enter a second undergraduate program of study. For a list of majors/programs, go to www.oswego.edu/programs.

Today's Date: ____________________________

Student's Name: ________________________  Student's Signature: __________________________

Desired major: __________________________

Instructions for the Academic Department:

College policy states that a student seeking a second degree must meet with an academic advisor in the desired major to develop a program of study to be submitted to the appropriate dean's office for approval before being admitted or registering for coursework. Before the Admissions Office can review this student’s application we need approval from your department to admit as a second degree student. Please contact the Admissions Office for copies of the student’s transcripts as necessary.

Department: __________________________

Advisor’s Name: ________________________  Advisor’s Signature: __________________________

Dean’s Signature: ________________________

[ ] Is eligible to complete the desired major

[ ] Is not eligible to complete the desired major

Reason: _______________________________________________________________________

The academic plan and this approval form should be submitted by the academic department to:

Office of Admissions  admiss@oswego.edu
229 Sheldon Hall  312.312.3260 (Fax)
Oswego, NY 13126