Petition to Declare Simultaneous Degrees

Use this form if you are already declared in a major and want to add a second major in a different college. The college in which you are currently declared is your **home college**. The college you plan to add is the **second college**. If you are planning to pursue majors in two colleges and are not currently in either, consult with your prospective major advisors prior to completing this form.

Instructions (to be completed in the following order):

1. Consult with your home and second colleges for appropriate forms, procedures, eligibility requirements, and deadlines, and to ensure you can meet both colleges' eligibility requirements.
2. Review the supplemental instructions and eligibility requirements for your home college and second college listed in the "Supplemental Materials" links below.
3. Request approval and signatures from your home college advisor and current major advisor, if applicable, on all forms in the packet. Include all supplemental materials, if applicable.
4. Request approval and signature from your intended major advisor, if applicable.
5. Request approval and signature from a college advisor in the second college and leave the petition with the second college advisor.
6. If approved, the second college will submit your petition via CalCentral. Approved changes to your degree goals and expected graduation term will be reflected on your CalCentral records within two weeks. Contact the second college advisor if you do not see any changes after two weeks.

Simultaneous Degree Info and Supplemental Application Materials by College (if applicable)

College of Chemistry: chemistry.berkeley.edu/ugrad/current-students/academic-policies#7
College of Engineering: engineering.berkeley.edu/academics/majors-minors/major-options
College of Environmental Design: ced.berkeley.edu/students/undergraduate-advising/policies-resources/#simultaneous
College of Letters & Science: ls.berkeley.edu/advising/planning/schedule-planning/double-majors-and-simultaneous-degrees
Rausser College of Natural Resources: nature.berkeley.edu/handbook#Majoring
Haas School of Business: haas.berkeley.edu/undergrad/academics/curriculum/simultaneous-degree/

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Processing Instructions (For Colleges Only)

To Be Completed by Home College:	To Be Completed by Second College:
Confirm with student that all supplemental materials have been completed.	Verify that home college advisor and major advisor (if applicable) signatures are complete
Verify Expected Graduation Term (EGT) (pages 2 & 4)	Upload sim degree packet and all supplemental materials into Advising Notes. Use topic label: Dbl Major/Simultaneous Degree. List Overlap Courses #1 and #2
Provide signatures to approve change to degree goal and EGT	Add College via CPP eForm. Approval is immediate, advisor info will update in CalCentral within 20 minutes, Home College gets notification
	Update Expected Graduation Term via CPP eform (pages 2 & 4), if necessary, after the new college info has updated in CalCentral

Student Information

_____   _____

Student Name   Student ID Number

_____   _____   _____

Email Address   Phone Number   Term Admitted to UC Berkeley

I am requesting Simultaneous Degrees in:

_____   _____   _____

Home College   Major   Sub Plan, if applicable

_____   _____   _____

Second College   Major   Sub Plan, if applicable

_____   _____

Current Expected Graduation Term (see CalCentral)   New Expected Graduation Term

I understand that I will be held to the academic policies and procedures (e.g., unit or term maximums, add/drop/withdrawal deadlines, readmission criteria, etc.) of both schools or colleges. I further understand that all changes to my class schedule require approval from 1) both of my academic advisors, and 2) the Dean's office in each college or school.

_____   _____

Student's Signature   Date

—————————————————— **For Office Use Only** ——————————————————

Home College: _____   _____   _____

                 Name of Dean or Dean's Representative   Signature   Date

Second College: _____   _____   _____

                 Name of Dean or Dean's Representative   Signature   Date

Degree Requirements

Student Name (please print)

Student ID Number

Email Address

Phone Number

Home College and Current Major

Major #1:

Major #2:

Lower division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Lower division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Dept & course no.	Term completed	Where completed

Dept & course no.	Term completed	Where completed

Upper division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Upper division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Dept & course no.	Term completed	Where completed

Dept & course no.	Term completed	Where completed

List upper division courses which overlap to complete requirements in both majors. Programs with more than two overlapping courses will be denied.

1.

2.

Major #1 Advisor Printed Name

Major #2 Advisor Printed Name

Major #1 Advisor Signature   Date

Major # 2 Advisor Signature   Date

Graduation Plan

Student Name: _____ SID: _____

Major #1: _____ Major #2: _____

Expected Graduation Term: _____ Expected Total Units : _____

Beginning with the current term, indicate all courses you plan to take, including those needed to complete major, college/school, and University requirements.

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

REQUIRED SIGNATURES

_____ _____
Major #1 Advisor Printed Name   Major #2 Advisor Printed Name

_____ _____ _____ _____
Major #1 Advisor Signature   Date   Major #2 Advisor Signature   Date

I understand that the plan above is a contract with both colleges/schools and must be followed. I will consult with my academic advisors if I make any changes to the above plan. My signature indicates my understanding of, and agreement to follow, the above plan.

Student Signature: _____ Date: _____