

SENATE ACTION FORM

No. 1234

Subject: Prior Degree Credit Applicability

Reference to Senate Minutes dated: May 2, 2022

Senate Action:

MOTION: APC – It is moved to approve the revisions to the Second Baccalaureate section of the Undergraduate Catalog.

VOTE: Approved by voice vote.

Response requested:

- Approval for placement in University Catalog**
- Approval for placement in University Regulations
- Recommendation to Board for placement in Board Policy Manual
- None (sent as information item)
- Other action requested/comments:

  
 \_\_\_\_\_  
 Faculty Senate Chair

05/17/2022  
 \_\_\_\_\_  
 Date

\* \* \* \* \*

Administrative review of Senate action (unnecessary for information items):

\_\_\_\_\_ Reviewed by **VPAA/Provost**. Check \_\_\_\_\_ if comments attached

\_\_\_\_\_ Reviewed by **General Counsel**. Check \_\_\_\_\_ if comments attached

Presidential action:

\_\_\_\_\_ Approve \_\_\_\_\_ Reject \_\_\_\_\_ Return to Senate for discussion/modification (comments attached)

\_\_\_\_\_  
 President/Designated Administrative Officer

\_\_\_\_\_  
 Date

Date of Board approval (if applicable): not applicable

**PLEASE RETURN SIGNED ORIGINAL AND ATTACHMENT TO THE FACULTY SENATE OFFICE, CARTER HALL 2004, BOX 75.**  
[Faculty.Senate@unco.edu](mailto:Faculty.Senate@unco.edu)

Attachment to Senate Action #1234  
Approved by the Faculty Senate  
May 2, 2022

---

Excerpt from the Second Baccalaureate section of the UG Catalog (*additions/deletions highlighted*)

## Second Baccalaureate

### Completed 1<sup>st</sup> bachelor's degree at the University of Northern Colorado

Any ~~s~~Students who has earned a baccalaureate received their first degree at from UNC and wish to declare an intent intends to earn complete a second baccalaureate degree from UNC must submit request a Change of Major-Minor Change [form](#), available in each academic school. Upon completion of the form and approval by the appropriate programs, the student's records will be changed to reflect the intent to complete a second baccalaureate degree.

A student seeking a second baccalaureate degree at UNC must earn a minimum of 30 additional semester hours of credit beyond the credits required for the first degree and must fulfill all program requirements.

In order for the classification change to be approved for a particular semester and, thus, allow the student to pay undergraduate rather than the graduate tuition rates, the form must be sent from the appropriate program to the Office of the Registrar by Wednesday of the third full week of the first semester the student is enrolled in courses to count toward the second baccalaureate degree. Applications submitted after this point in the semester will not affect the student's classification (undergraduate, second baccalaureate degree) until the following semester. Students must complete a minimum of 30 semester hours of UNC credit to qualify for the second bachelor's degree.

### Completed 1st bachelor's degree at another institution

Any ~~s~~Students who has earned a have completed their baccalaureate degree at from another institution and seek intends to earn a second baccalaureate degree at from UNC must complete an admission [application](#) through the UNC Admissions Office, in order to pay undergraduate tuition rates. Students who have completed their baccalaureate degree at another institution must also complete a minimum of 30 semester hours of UNC credit to qualify for the second bachelor's degree from UNC.

A student seeking a second baccalaureate degree at UNC must earn a minimum of 30 additional semester hours of credit beyond the credits required for the first degree and must fulfill all program requirements.

A second baccalaureate or a minor pursued in conjunction with a second baccalaureate cannot be completed in the same area of study as that of a previously completed bachelor's degree earned at UNC.

A student who has earned a baccalaureate degree or a post-graduate degree at from UNC or another institution, seeking to complete cannot pursue a second baccalaureate degree, or a minor in conjunction with a second baccalaureate degree, at from UNC are not allowed to pursue in the same major/area program of study previously earned as the prior degree.

---

## Clean copy version:

### Second Baccalaureate

#### **Completed 1<sup>st</sup> bachelor's degree at the University of Northern Colorado**

Any student who has earned a baccalaureate degree from UNC and intends to earn a second baccalaureate degree from UNC must submit a Major-Minor Change [form](#). Upon completion of the form and approval by the appropriate programs, the student's records will be changed to reflect the intent to complete a second baccalaureate degree.

A student seeking a second baccalaureate degree at UNC must earn a minimum of 30 additional semester hours of credit beyond the credits required for the first degree and must fulfill all program requirements.

#### **Completed 1<sup>st</sup> bachelor's degree at another institution**

Any student who has earned a baccalaureate degree from another institution and intends to earn a second baccalaureate degree from UNC must complete an admission [application](#) through the UNC Admissions Office.

A student seeking a second baccalaureate degree at UNC must earn a minimum of 30 additional semester hours of credit beyond the credits required for the first degree and must fulfill all program requirements.

A student who has earned a baccalaureate degree or post-graduate degree from UNC or another institution, cannot pursue a second baccalaureate degree, or a minor in conjunction with a second baccalaureate degree, from UNC in the same major/area of study as the prior degree.

---