

## Pennsylvania College of Technology Policy

### Statement

**Title:** Dual Degree (formerly Dual Degree/Dual Major)

**Number:** P 4.20

**Approved by:**  
Presidential Action

**Approved Date:** 07/2011  
**Implementation Date:** 08/2011  
**Last Review Date:** 11/2024  
**Last Revision Date:** 11/2024

**Persons/Departments Affected:**

Faculty, Admissions Office, Registrar's Office, School Administrators, Financial Aid Office, Undergraduate Students

**Responsible Department:**

Academic Affairs

**Definitions:**

Primary(default)/Secondary major: the major selected on the application for admission or the enrolled major at the time an additional major is declared is the primary(default) major. The primary(default) major is the reference for enrollment and retention data.

When different degree or certificate types are paired, the primary(default) enrollment is the higher degree except in cases in which the student is enrolled in a degree completion major. The additional major is then referred to as the secondary major.

Academic minor: a secondary field of study consisting of a minimum of 18 credits in specialized areas, taken as part of a bachelor's degree.

Enrollment: major(s) that a student has enrolled in.

Degree progress audit: visual representation of student's progression toward enrollment completion.

Cumulative enrollment grade-point average: grade-point average calculated from the time the student entered the active enrollment and all courses that apply from prior enrollments.

Declare a major: to indicate a desired major through the application process or to have contacted the Registrar's Office to officially indicate the intent to pursue a major; the major (and the associated course requirements) are reflected on the student's degree progress audit.

**Policy:**

I. Dual Degrees

Undergraduate students may petition for and receive degrees for all majors in which they have completed requirements, if the respective majors meet the minimum requirement for non-duplicated coursework. A separate degree/diploma may be awarded for each completed major if meeting the following requirements;

- A. At the baccalaureate level, two bachelor dual degrees require 30 or more non-duplicated credits.
- B. At the associate level, two associate dual degrees require 15 or more non-duplicated credits.
- C. With the exception of the restrictions listed below in Section III, bachelor's degrees with a dual degree in any associate's degree are eligible.
- D. Associate's degrees with a dual degree in any certificate program require 15 or more non-duplicated credits.

II. Student Eligibility

- A. Students must meet eligibility requirements of both the primary(default) and secondary majors.
- B. Students may declare minors in accordance with existing [Policy 4.11](#), Graduation Requirements.
- C. Students may reenroll in secondary major following existing policies for reenrollment (see [Policy 4.33](#)), including established protocol for evaluation of previous coursework. The completed majors will be indicated on the student's transcript.
- D. Current or reenrolling students must have a cumulative enrollment grade-point average of 2.0 to declare a secondary major.

III. Restrictions

- A. Students may not declare General Studies, Individual Studies, or Applied Technology Studies as part of a dual degree. Additionally, students may not declare a dual degree if they are awaiting selection in a selective admission major in Nursing & Health Sciences.
- B. Although students may declare an associate's and bachelor's degree simultaneously as dual degrees, bachelor-degree majors that require an associate's degree or other credential as an entrance requirement may not be declared unless that requirement has been satisfied.

- C. Students enrolling in different degree types must be enrolled in the higher degree as the primary (default) major.
- D. Students may not declare or reenroll in secondary majors if they have been academically suspended until successfully completing 12 additional credits at Penn College and maintaining a 2.0 minimum cumulative enrollment grade-point average.
- E. Per the Graduation Requirements Policy, [P4.11](#), students may not petition to graduate in undeclared majors.

#### IV. Academic Standards and Statistics

- A. Students who fail to maintain a cumulative enrollment grade-point average of 2.0 will be subject to the College's Academic Probation, Suspension, and Renewal Policy ([P4.27](#)).
- B. Dual degree students are subject to the established Course Repeat Limits Policy ([P4.28](#)). Therefore, dual degree students who are not successful in their final attempt at a course may be ineligible for continued enrollment in one or more of their declared majors.
- C. Eligibility for student awards is based on cumulative enrollment grade-point average.
- D. Capstone, special-designation course requirements, or other specialized requirements such as internships and clinical experiences must be met for each major.

#### **Revision History:**

- Date: 11/2024 Added definitions and updated terminology of "graduation GPA" to "cumulative enrollment grade-point average" to match student information system conversion.
- Date: 10/2021: Revised definitions and policy language to reflect additional limitations on declaring dual degree and eliminate language on dual majors.
- Date: 10/2017: Revised definitions and policy language to reflect eligibility for new as well as current undergraduate students; removed eligibility requirements relating to minimum completed credits and developmental courses; changed GPA requirement to 2.0; removed reference to associated fees; lifted restriction on some "2+2" majors; and clarified applicability of other academic policies.
- Date: 04/2015 Corrected reference to the title of a major (Technology Management) that has changed since implementation of this policy; identified the required fee as "nonrefundable."
- Date: 06/2014 Section II: primary and secondary majors to be listed on degree.
- Date: 08/2011 Implementation of new policy.

**Cross References:**

Dual Degree Procedure, [PR 4.20](#)

Graduation Requirements Policy, [P 4.11](#)

Grading System/Grade-Point Average Policy, [P 4.37](#)

Undergraduate Reenrollment, [P 4.33](#)

Academic Probation, Suspension, and Renewal Policy, [P4.27](#)

Course Repeat Limits Policy, [P4.28](#)