



# SEATTLE UNIVERSITY

## OFFICE OF THE REGISTRAR & OPERATIONS

901 12<sup>th</sup> Avenue  
P.O. Box 222000  
Seattle, WA 98122-1090  
(206) 220-8030; Fax: (206) 296-2443  
Email: registrar@seattleu.edu

# ADDITION OF ANOTHER MAJOR, DEGREE, SPECIALIZATION, OR CERTIFICATE

Adding a major, degree, specialization, or certificate are all distinct options. Refer to the *Catalog* or speak with your advisor to make the appropriate choice.

~ Print in Ink ~

### INSTRUCTIONS

- Student:** Complete and bring this form to your current department(s).
- Current Department:** Chair completes, signs, and forwards this form with a copy of the student file to the additional department.
- Additional Department:** Chair completes, signs, and routes this form to the Office of the Registrar.  
*Note: If denied, send the form back to the Office of the Registrar and confidentially recycle the copied file.*
- Office of the Registrar notifies all parties of the action taken.

Student ID Number \_\_\_\_\_ Phone Number (\_\_\_\_\_) \_\_\_\_\_  
Area Code

Student Legal Name \_\_\_\_\_ SU E-mail \_\_\_\_\_@seattleu.edu  
Last First Middle

Class Level (check one):  FR  SO  JR  SR  Post-Bacc.  GR

► Student Signature \_\_\_\_\_ Date \_\_\_\_\_

- ADDITIONAL MAJOR (RMSMJR\_C)  
Undergraduate students only: A student may earn an additional major by completing CORE requirements for the degree sought and all the requirements of each major including any specific to the college or school. Additional degree credits are not required provided all requirements for CORE, college or school, and majors are completed when the degree is posted. Because only one bachelor's degree (diploma) is awarded, a student selecting multiple majors which culminate in different degrees must decide which of the degrees (diploma) is to be awarded.
- SPECIALIZATION (RMSSPZ\_C)  
 For degree programs or majors that have specialization options, the student may declare or change the desired specialization. Refer to the *Catalog* to see whether your major or degree offers specialization options.
- SECOND DEGREE (RMSDGR\_C)  
 Two diplomas will be issued, one for each degree earned.  
The following applies to undergraduate students. Graduate students should check the *Catalog* for specifics.  
 To be granted simultaneous baccalaureate degrees, the specific requirements of each school or college and major must be satisfied, including any variation in university CORE. One senior synthesis is adequate unless the two degrees require specific and different courses. A minimum of 225 credits is required, or the minimum number for one of the degrees plus a minimum 45 additional credits for undergraduates. MRC students earning the 135-credit BA in Humanities degree are required to earn a total of 180 credits for two degrees.
- ADD A CERTIFICATE (RMMPAC\_C)  
 To be earned concurrently with degree.

### Current Major, Degree, Specialization, or Certificate

|                  |   |                                |      |
|------------------|---|--------------------------------|------|
| MAJOR DEPARTMENT | NAME OF CURRENT ADVISOR (print clearly)<br>_____<br><small>First Last</small> | SIGNATURE OF CHAIR OR DESIGNEE | DATE |
|------------------|---|--------------------------------|------|

### Additional Major, Degree, Specialization, or Certificate

|                  |   |                                |  |      |
|------------------|---|--------------------------------|--|------|
| MAJOR DEPARTMENT | NAME OF NEW ADVISOR (print clearly)<br>_____<br><small>First Last</small> | SIGNATURE OF CHAIR OR DESIGNEE | CHECK ONE<br><input type="checkbox"/> APPROVE<br><input type="checkbox"/> DENY | DATE |
|------------------|---|--------------------------------|--|------|

List any applicable degree variations or specializations \_\_\_\_\_

Note any conditions of acceptance \_\_\_\_\_

I am a participant in Intercollegiate Athletics (final signature) \_\_\_\_\_  
(ATHLETIC ADMINISTRATOR) DATE

|   |
|---|
| REGISTRAR'S OFFICE USE ONLY<br>Processed by: _____<br>Date: _____ |
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