APPLICATION FOR A SECOND DEGREE

INSTRUCTIONS/REQUIREMENTS:

• A student may not be enrolled in two degree programs simultaneously.
• A student may receive only one degree in a graduation period.
• A student may not receive the same degree twice (e.g., by pursuing a new option/subplan).
• A student’s second degree must be distinctly different from the first, including requiring an additional 15 or more credits for the second degree.

Students should consult section 11.6 of BCC’s Codification of Academic Rules and Regulations for detailed requirements regarding a second degree.

PART I: Contact Information

Student’s Name: ____________________________________________
Last First Middle Initial

Current Address: ____________________________________________
Street Address ____________________________________________
City State Zip Code

CUNYfirst EMPL ID#: ____________________________________________ National ID#: ______________________

Email Address: ____________________________________________ Date of Birth: ______/_____/____

Home Phone#: ____________________________________________ Cell Phone#: ______________________

PART II: College Information

Name of OLD Curriculum pursued: ____________________________________________
Date Graduated: ______________________

I wish to apply for Matriculation towards a second Associate Degree.

Name of NEW Plan and Subplan you wish to pursue: ____________________________________________

Semester you wish to begin NEW Plan and Subplan:

☐ Fall 20  ☐ Spring 20  ☐ Summer 20

Student’s Signature: ____________________________________________ Date: ______________________

PART III: (To be completed by the Curriculum Coordinator of the second degree area)

I hereby give my approval for the above named student to obtain a second degree in the requested course of study. This approval is subject to all college regulations to which it pertains.

Permission is denied

Curriculum Coordinator’s Signature: ______________________ Date: ______________________

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<thead>
<tr>
<th>DISPOSITION</th>
<th>DATE</th>
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<tbody>
<tr>
<td>Application Approved</td>
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<tr>
<td>Application Denied</td>
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<td>Curriculum Code</td>
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<td>Starting Date</td>
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<td>Student Notified</td>
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Processed By: ______________________ Date: ______________________
Registrar Representative’s Signature

Revised on 6/29/19