A student who has previously earned a bachelor's degree from The University of Alabama and wishes to pursue further undergraduate work may complete an additional major and have it noted on the official transcript (with date of completion) or earn a second degree if it is different from the first (i.e., a B.A. if the first degree was a B.S. and vice versa). This student must apply for readmission for the second degree and then:

- earn a minimum of 30 additional credit hours in residence at The University of Alabama over and above any hours applied to the first degree
- complete all hours for the degree in the college awarding the degree except in special circumstances approved by the dean
- meet all degree, College and University graduation requirement for the second degree program in the catalog under which the student enters or in a subsequent catalog
- meet all prerequisite and course requirements in the major field(s) for the second degree

A student holding a bachelor’s degree from a regionally accredited institution of higher learning may earn a second bachelor’s degree, in most instances, from The University of Alabama by fulfilling a specific set of requirements at both the college and university level. This student must apply for admission for the second degree and then:

- meet all requirements for the second degree to include all course hours, grade point, ancillary, prerequisite and residency requirements specified by the degree program
- earn 25 percent of the degree requirements (a minimum of 30 additional credit hours for a 120 hour degree) in residence at The University of Alabama over and above any hours applied to the first degree

If a student holds a bachelor’s degree from a regionally accredited institution of higher learning the University presumes all general education, core curriculum requirements are completed. This presumption does not apply to ancillary college and curricular requirements required by the college awarding the degree.

Students are responsible for declaring their intent to pursue a second bachelor’s degree by filing an approval plan of study with their primary college of residence. To ensure appropriate advising, approval is obtained at a point when no less than 30 hours of course work remains for the completion of one or both degrees. Students are also responsible for re-filing updated plans of study if changes are desired.

For degrees in different colleges, students must establish one college as their primary college of residency. If program accreditation is a component of the degree program then the primary college of residency must be the college of the degree program whose professional accreditation requires residency. The student must pay all fees and adhere to all requirements of each college, other than residency.

Students are responsible for filing a degree application for each degree sought according to the published degree application submission deadlines of the colleges and/or schools recommending the degrees and within the deadlines established by the Office of the University Registrar.

Joint/Shared Degree

A joint/shared degree program involves a student working towards a degree mutually sponsored by UA, The University of Alabama at Birmingham (UAB) and/or The University of Alabama in Huntsville (UAH) leading to a single degree which is conferred by all participating institutions. A joint degree program is unique and distinguishable from any program offered independently at any one of the three institutions. The joint/shared degree program must be established through the student’s primary institution of residency.

Multiple Institutions Bachelor’s Degree

A special degree based on a Transfer Articulation Agreement. The agreement is a contract between two institutions of higher education that allows the student to complete a specific set of courses at each institution to complete requirements for a bachelor’s degree. The agreement is Program Specific and Institution Specific so the courses of a specific institutional program have a guaranteed application toward a specific bachelor’s program at the other institution.

Majors

A major is an academic program of study within a degree designation. That part of a degree program consisting of a specified number of hours from a defined group of courses in a primary discipline or field. Students are expected to acquire some mastery of a particular discipline or interdisciplinary area as well as to achieve a breadth of intellectual experience. A new major must go through the College/School curriculum approval process and be approved by the Office of the Vice Provost for Academic Affairs. Every major will have a Classification of Instructional Program (CIP) code and a unique UA major code attached to it. Only formally approved

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majors will appear in the UA Catalog. A completed major is shown on a student’s transcript but not the diploma.

A major must comprise a minimum of 30 semester hours of course work specified by the academic department.

Multiple Majors
Students may pursue multiple majors (two or more majors) at the same time within a single bachelor’s degree or across degree types. To earn multiple majors, students must fulfill all the major requirements for each major, including any grade point and ancillary requirements. A student may share specific courses pertinent to both majors provided an agreement has been negotiated and agreed upon between the two colleges or departments involved in granting the majors. Students are not required to complete additional general education/core curriculum requirements beyond those required for the first major except in the case where additional lower level courses are needed to fulfill prerequisite requirements of upper level courses. Majors may be selected from multiple colleges, with approval of the college responsible for each additional major, but students must establish one college as their primary college for residency. If a major program’s accreditation requires residency in a specific college, the student will reside in the college whose professional accreditation requires residency.

Students are responsible for declaring their intent to pursue multiple majors by filing an appropriate plan of study with their college or school Student Service Office. To ensure appropriate advising, it is recommended that approval should be obtained at a point when no less than 30 hours of course work remain. Once approval is granted, the Student Services Office of the college of residence notifies the Office of the University Registrar of the student intent to complete an additional major(s). Students are responsible for re-filing updated plans of study with their primary college of residence if changes in major intent are desired.

NOTE: Students who seek multiple majors across degree types (B.A. and B.S.) and earn fewer than 150 hours are awarded a multiple major. Students who earn 150 or more hours will receive a multiple degree.

Dual Majors
A dual major is a program in which two departments within a single college or two departments from two different colleges have formally agreed to allow a student to follow a condensed pathway which shares specific courses pertinent to both majors, thus completing the two majors in less time than it would take to earn them separately. More specifically, dual majors are predetermined, lock-step programs defined by the two areas of interest and not self-devised. Some overlap of coursework use is allowed. Dual majors must be approved by the Office of Academic Affairs.

Minors
That part of a degree program in an approved secondary discipline or field outside the major. A minor requires fewer hours than a major. A minor is awarded only if approved by both the major and minor department and/or college. A minor must be completed in conjunction with the degree a student is pursuing. Students may not pursue a minor after a degree has been conferred. A new minor (by each degree level) must go through the college/school curriculum approval process and ultimately be approved by the Office of the Vice Provost for Academic Affairs. A completed minor is shown on a student’s transcript but not on the diploma.

A minor must comprise a minimum of 18 semester hours of course work specified by the department.

Concentrations
A concentration is an approved set of courses within a major that define a specialty area or specific field of study. Unless specified by the unit offering the major, a concentration is not required. Both new concentrations or changes to existing concentrations (by each degree level) must go through the College/School curriculum approval process and be approved by the Office of the Vice Provost for Academic Affairs. Only formally approved concentrations will appear in The University of Alabama Undergraduate Catalog. A completed concentration is shown on a student’s transcript but not the diploma. Some divisions or departments may use a term different from concentration, for example, specialization or track.

A concentration must comprise a minimum of nine semester hours of specialized coursework.

Certificate Program
A certificate program at The University of Alabama complements the undergraduate degree and serves as a way to distinguish/recognize students who concentrate a portion of their course work in a particular area. Students are not eligible to complete these certificate programs without being enrolled in and successfully completing a degree program. In rare instances, there may be people who have completed an appropriate bachelor’s degree who may then need to complete a certificate for professional certification purposes — but these types of certificates are rare.

The University of Alabama Undergraduate Catalog contains information about certificate programs. Approved certificates (at all levels) are associated with a CIP code and a UA major. Undergraduate certificates are approved by the Office of the Vice Provost for Academic Affairs. Completion of an approved Certificate Program is reflected on the official transcript as a noted comment but not on the diploma.

NOTE: Some certificate programs are unique to a specific division and are not documented on the transcript. Students who are unsure of whether their certificate will be noted on their transcript should check with the student services office in the division offering the certificate.

A list of Office of the Vice Provost for Academic Affairs approved undergraduate certificate programs follows:

- Construction Management Certificate
- Global Studies Certificate
- Manufacturing Engineering Certificate
- Environmental Engineering Certificate
- Ethics/Social Responsibility Certificate
- Business Analytics Excellence Certificate
- Leadership Communication Certificate

Graduation
Degrees are conferred at the close of each fall and spring semester and summer term. A graduation fee is charged to the student account early in the semester of graduation and is payable to the Office of Student Receivables prior to graduation.

Application for Degree
To graduate a student must submit an Application for Degree online. Each candidate for graduation is expected to submit an application for degree one term prior to the term of graduation.

All students (except doctoral candidates) who complete degree requirements will receive diplomas following the established graduation dates for those terms. Doctoral candidates will receive their diplomas at the commencement ceremonies held in August, December and May. Undergraduate students completing degree requirements are considered degree candidates at the time of the institution’s graduation ceremony.

Graduation Requirements
To be eligible for a baccalaureate degree in any school or college of The University of Alabama, a student must earn in residence in that school or college at least one-fourth of the semester hours required for the degree. The schools and colleges may specify that advanced course work and additional course hours in the major and minor fields be taken in residence. Students should review the individual college residency requirements found in each college or school section of the undergraduate catalog. A student who is within one semester of completing all degree requirements and plans to complete some or all of those remaining requirements at an institution other than The University of Alabama must seek the approval of his or her dean’s office prior to enrolling elsewhere in order to assure compliance with University and divisional residency requirements.

NOTE: Students in the College of Education must seek advisement with their college adviser prior to enrolling at another institution of higher education during their last semester of enrollment to ensure compliance with state teacher certification eligibility factors.

In order to qualify for a degree from The University of Alabama, a student must earn a grade point average of at least C (2.0 on a 4.0 grading system) for all work attempted; transfer students must also earn grade point averages of at least 2.0 (C) for work attempted at The University of Alabama. In addition, the student must earn an average of C or higher for all work applying to the major. Some divisions of the University may have higher grade point average requirements for graduation; the divisional requirements for graduation are found in the sections of this catalog pertaining to each school and college.

Students are required to complete the degree requirements as stated in the catalog for the academic year during which they begin earning baccalaureate credit at The University of Alabama. Transfer students will be held to the same standards regardless of when baccalaureate credit may have been earned at other institutions. If students do not complete degree requirements within seven years from the date they began earning baccalaureate credit at The University of Alabama, they must change to a current or more recent catalog, under which they will have seven years from the start of that catalog year to complete their degree. Students may choose a later catalog up to or including the one current at the time of their graduation.