

Petition to Declare Simultaneous Degrees

Use this form if you are already declared in a major and want to add a second major in a different college. The college in which you are currently declared is your **home college**. The college you plan to add is the **second college**. If you are planning to pursue majors in two colleges and are not currently in either, consult with your prospective major advisors prior to completing this form.

Instructions (to be completed in the following order):

1. Consult with your home and second colleges for appropriate forms, procedures, eligibility requirements, and deadlines, and to ensure you can meet both colleges' eligibility requirements.
2. Review the supplemental instructions and eligibility requirements for your home college and second college listed in the "Supplemental Materials" links below.
3. Request approval and signatures from your home college advisor and current major advisor, if applicable, on all forms in the packet. Include all supplemental materials, if applicable.
4. Request approval and signature from your intended major advisor, if applicable.
5. Request approval and signature from a college advisor in the second college and leave the petition with the second college advisor.
6. If approved, the second college will submit your petition via CalCentral. Approved changes to your degree goals and expected graduation term will be reflected on your CalCentral records within two weeks. Contact the second college advisor if you do not see any changes after two weeks.

Simultaneous Degree Info and Supplemental Application Materials by College (if applicable)

College of Chemistry: chemistry.berkeley.edu/ugrad/current-students/academic-policies#7

College of Engineering: engineering.berkeley.edu/academics/majors-minors/major-options

College of Environmental Design: ced.berkeley.edu/students/undergraduate-advising/policies-resources/#simultaneous

College of Letters & Science: ls.berkeley.edu/advising/planning/schedule-planning/double-majors-and-simultaneous-degrees

Rausser College of Natural Resources: nature.berkeley.edu/handbook#Majoring

Haas School of Business: haas.berkeley.edu/undergrad/academics/curriculum/simultaneous-degree/

Processing Instructions (For Colleges Only)

To Be Completed by Home College:	To Be Completed by Second College:
Confirm with student that all supplemental materials have been completed.	Verify that home college advisor and major advisor (if applicable) signatures are complete
Verify Expected Graduation Term (EGT) (pages 2 & 4)	Upload sim degree packet and all supplemental materials into Advising Notes. Use topic label: Dbl Major/Simultaneous Degree. List Overlap Courses #1 and #2
Provide signatures to approve change to degree goal and EGT	Add College via CPP eForm. Approval is immediate, advisor info will update in CalCentral within 20 minutes, Home College gets notification
	Update Expected Graduation Term via CPP eform (pages 2 & 4), if necessary, after the new college info has updated in CalCentral

Student Information

_____ Student Name	_____ Student ID Number	
_____ Email Address	_____ Phone Number	_____ Term Admitted to UC Berkeley

I am requesting Simultaneous Degrees in:

_____ Home College	_____ Major	_____ Sub Plan, if applicable
_____ Second College	_____ Major	_____ Sub Plan, if applicable
_____ Current Expected Graduation Term (see CalCentral)	_____ New Expected Graduation Term	

I understand that I will be held to the academic policies and procedures (e.g., unit or term maximums, add/drop/withdrawal deadlines, readmission criteria, etc.) of both schools or colleges. I further understand that all changes to my class schedule require approval from 1) both of my academic advisors, and 2) the Dean's office in each college or school.

_____ Student's Signature	_____ Date
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For Office Use Only

Home College: _____	_____ Signature	_____ Date
Name of Dean or Dean's Representative		

Second College: _____	_____ Signature	_____ Date
Name of Dean or Dean's Representative		

Degree Requirements

Student Name (please print)

Student ID Number

Email Address

Phone Number

Home College and Current Major

Major #1:

Major #2:

Lower division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Lower division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Dept & course no.	Term completed	Where completed

Dept & course no.	Term completed	Where completed

Upper division courses:
(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

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(List all courses for the major already completed, currently enrolled in, and those yet to be completed)

Dept & course no.	Term completed	Where completed

Dept & course no.	Term completed	Where completed

List upper division courses which overlap to complete requirements in both majors. Programs with more than two overlapping courses will be denied.

1. _____

2. _____

Major #1 Advisor Printed Name

Major #2 Advisor Printed Name

Major #1 Advisor Signature

Date

Major #2 Advisor Signature

Date

Graduation Plan

Student Name: _____

SID: _____

Major #1: _____

Major #2: _____

Expected Graduation Term: _____

Expected Total Units: _____

Beginning with the current term, indicate all courses you plan to take, including those needed to complete major, college/school, and University requirements.

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

Summer	Units	Fall	Units	Spring	Units
Total		Total		Total	

REQUIRED SIGNATURES

Major #1 Advisor Printed Name

Major #2 Advisor Printed Name

Major #1 Advisor Signature

Date

Major #2 Advisor Signature

Date

I understand that the plan above is a contract with both colleges/schools and must be followed. I will consult with my academic advisors if I make any changes to the above plan. My signature indicates my understanding of, and agreement to follow, the above plan.

Student Signature: _____

Date: _____

Addendum: Urban Studies

Name

SID #

Deadlines:

Fall: October 1

Spring: March 1 (**priority deadline**)

Summer: July 1

- **Apply by March 1 of the Spring semester of Sophomore year;** you must have completed (or be in progress in) at least one semester of coursework at UC Berkeley.
 - Exceptions to this may occasionally be made for students who can still graduate within 4/8 semester limit.

Please note which of the following University, College, and lower division major requirements you have either completed or have in progress (IP). If you have not yet taken the course or it is not in progress, please indicate the semester in which you plan to take the course. For requirements where you choose from a course list, it is not necessary to specify which course you plan on taking, you can just write in the requirement and term (ie. "Upper Div Outside Major", Spring 2021).

	University Requirements	Course	Course Title	Units	Grade	Term
	Entry Level Writing					
	American History					
	American Institutions					
	American Cultures					
	College Requirements	Course	Course Title	Units	Grade	Term
	Example: <i>Env Des 1</i>	<i>ENV DES 1</i>	<i>People and Env Design</i>	<i>3.0</i>	<i>B</i>	<i>Fall 2020</i>
	R & C A					
	R & C B					
	Arts & Literature					
	Biological Science					
	Historical Studies					
	International Studies					
	Philosophy & Values					
	Physical Science					
	Social & Behavioral Sci (Econ 1, 2, C3; EnvEcon C1)					
	ENV DES 1					
	ENV DES 4A, 4B, or 4C*					
	ENV DES 4A, 4B, or 4C*					

*Students must complete 2 of 3 of ENV DES 4A/B/C.

	Upper division College Requirements	Course	Course Title	Units	Grade	Term
	CED Upper-division Non-Major #1 (outside CYPLAN)					
	CED Upper-division Non-Major #2 (outside CYPLAN)					
	CED Upper-division Non-Major #3 (outside CYPLAN)					

	Lower Division Major Requirements	Course	Course Title	Units	Grade	Term
	Lower Division Major Elective 1*					
	Lower Division Major Elective 2*					
	Math 16A or 1A*					
	Statistics 2, C8, 20, 21, 25, 131A					
	Econ 1, 2 or C3 (also fulfills SBS breadth)					

	Upper Division Major Requirements	Course	Course Title	Units	Grade	Term
	CY PLAN 110 or ENV DES 100					
	List ONE #1 (Upper Division CYPLAN)					
	List ONE #2 (Upper Division CYPLAN)					
	List ONE #3 (Upper Division CYPLAN)					
	List ONE #4 (Upper Division CYPLAN)					
	List ONE #5 (Upper Division CYPLAN)					
	List TWO: Outside CED #1 (International content)					
	List TWO: Outside CED #2					
	Capstone Experience #1					

*See the Major Handbook for the year you were admitted to UC Berkeley for approved list of courses.

Essay

Student Name: _____ SID: _____

Please describe your educational/professional goals and why you would like to major in Urban Studies
(750-word maximum)

- Essay is for students adding CED as their second college.