

June 6, 2003

MEMORANDUM

TO: Mānoa Deans

FROM: Peter Englert
Chancellor

SUBJECT: Policy on Concurrent Undergraduate Degrees at Mānoa

In my memo, dated October 14, 2002, the policy regarding concurrent undergraduate degrees was revised to allow qualifying Mānoa students to seek concurrent undergraduate degrees in any two different schools or colleges.

Accordingly, after consultation with the Academic Procedures Committee, the attached expanded policy is provided for your information and appropriate dissemination. Schools and colleges must establish standards and procedures that will apply to their students and submit them for approval. These must conform to the minimum requirements noted in the attached. The "UHM Concurrent Undergraduate Degree Application Form" noted in the attached is currently being designed and will be available for use by the start of the Fall 2003 semester.

If you have any questions about this policy, please contact Interim Assistant Vice Chancellor Denise Konan at 65971 or konan@hawaii.edu.

Att.

c: Interim Vice President Neubauer
Vice President Ching
Vice President Sathre
Interim Vice Chancellor Kim
Dean Yang
Interim Director Heu
Academic Procedures Committee Members
Council of Academic Advisors

CONCURRENT UNDERGRADUATE DEGREES POLICY
UNIVERSITY OF HAWAI‘I AT MĀNOA

Effective October 14, 2002, the University of Hawai‘i at Mānoa policy on concurrent baccalaureate degrees was revised to allow qualifying Mānoa students to seek concurrent undergraduate degrees in any two different schools or colleges. Admission is subject to approval by both schools or colleges.

Schools or colleges who wish to participate need to establish standards and procedures for allowing students to seek a concurrent degree. These standards and procedures must be approved by the Vice Chancellor for Academic Affairs.

There are four basic components to baccalaureate degree programs: (a) the General Education core requirements; (b) the General Education graduation requirements; (c) individual college or school requirements; and (d) an academic specialization comprising a major, as well as a minor or electives that complement the other requirements. All concurrent degree requirements must include the following:

- Priority for admission into any baccalaureate program is given to students seeking their first undergraduate degree.
- Completion of the college, academic specialization, and graduation requirements for **both** schools or colleges.
- Completion of the general education core requirements in their **initial** degree program.
- Concurrent degree candidates must have a superior grade point average and show strong promise of success in the proposed concurrent programs.
- Completion of a minimum of 30 credits in each degree program.
- The same courses may not be used to satisfy major requirements in both degree programs, unless the specific course is required by both programs.

The “ UHM Concurrent Undergraduate Degree Application Form” which records the student’s application for and admission into the second degree program must be used.