Simultaneous Degrees Application Packet
Engineering Student Services • College of Engineering • 230 Bechtel Hall

Instructions
A. Print and complete the following pages, obtaining signatures as required:

1. Personal Statement
2. The Petition to Declare Simultaneous Degrees
3. The Course Requirement Form, signed by Major Adviser #1 (your non-Engineering major)
4. The Program Planning Form, signed by Major Adviser #1 (your non-Engineering Major)
5. The Degree Worksheet found online at: (http://engineering.berkeley.edu/student-services/degree-requirements/degree-worksheets) for your Engineering Major

Students currently in the College of Engineering:
A. Meet with the Adviser for your non-Engineering major. They will verify that your proposed program satisfies all major requirements and conforms to anticipated department course offerings. Obtain the major adviser’s signature on the Program Planning Form and the Course Requirement Form.

B. Meet with your Engineering Student Services (ESS) adviser in the College of Engineering to review your planned program. You may submit your completed application during the appointment with your ESS adviser in 230 Bechtel Hall. Once the College of Engineering has approved your application you will submit your materials to the second college. Note: Additional forms may be required by other colleges; check with the second college.

Students currently in another school or college requesting a simultaneous degree in Engineering
A. If you are currently enrolled in a college other than Engineering, first submit your application (items 1-5 above) to the major/college adviser for your non-Engineering major. Your Petition to Declare a Simultaneous Degree must be approved and signed by the major adviser in your current college BEFORE you submit it to the College of Engineering.

B. Once your non-Engineering major adviser has signed off, submit the simultaneous degree application during the change of college application periods. If you are accepted, we will forward the application to the Dean of your current college for review/approval.

C. College of Engineering Peer Advisers (link) are available throughout the school year to assist you with the change of college application process.

Requirements
Your application for Simultaneous Degree to the College of Engineering will be considered only when ALL of the following requirements have been met:

• At least two semesters have been completed at UC Berkeley.
• If you are from a school or college other than Engineering, your overall and technical GPA must be 3.0 or higher, you must meet all Change of College application criteria, and must submit your simultaneous degree application by no later than the end of your sophomore year.
• Your program includes no more than two upper division courses (used to satisfy major requirements) which overlap. Note: There is no limit on the number of courses used to satisfy breadth or humanities requirements that may overlap.
• Your program must include a minimum of five upper division courses distinct to each set of major requirements (5 classes beyond any that overlap).
• If a ninth semester (fifth semester for transfer students) is necessary to complete your simultaneous degree program, the request MUST be made at the time of application. If you believe a ninth semester is required, you have indicated that by listing what you would enroll in during that additional semester on your planned program. The request for an additional semester will be reviewed as a part of your simultaneous degree application.
• College of Engineering students must submit a minimum of two semesters prior to graduation. Students from other colleges must submit by the change of college deadline before the end of their sophomore year.
Personal Statement

NAME________________________________________  SID#______________________________

All applicants must submit a personal statement (typed) discussing their interest, motivation and preparation for pursuing their intended majors.
Petition to Declare
Simultaneous Degrees

Instructions (to be completed in the following order)*:
1. Consult with home college for appropriate forms, procedures and deadlines.
2. Obtain approval and signatures from each major department.
3. Obtain signature from the Dean's Office of your home school/college on this form.
4. Obtain signature from the Dean's Office of your second school/college on this form.
5. Within four to six weeks, check BearFacts to be sure that your application has been approved.*
   *Procedure varies somewhat for the College of Engineering.

______________________________
Student name

______________________________
Student ID number

______________________________
Mailing address

______________________________
Phone number

______________________________
Email address

I am requesting Simultaneous Degrees in:

______________________________
Home College

______________________________
Major

______________________________
Second College

______________________________
Major

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 major advisers, and 2) the Dean's office in each college or school (four signatures total).

______________________________
Student's Signature

______________________________
Date

______________________________
For Office Use Only

Home College:

______________________________
Signature of Dean or Dean's Representative

______________________________
Date

______________________________
College Code

______________________________
Major Code

Second College:

______________________________
Signature of Dean or Dean's Representative

______________________________
Date

______________________________
College Code

______________________________
Major Code

This petition is approved for (determined by second college): ☐ Fall ☐ Spring Year:

______________________________
For Registrar Use Only

Approved by (L&S use only)

______________________________
Date

______________________________
Date

______________________________
2 0
**Course Requirement Form**

**University of California, Berkeley**

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**Student name (please print):**

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**Email address:**

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**Home college and current major**

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**Major #1:**

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

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

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**Major #2:**

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

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

1. 
2. 

*REQUIRED SIGNATURES*

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**NOT REQUIRED FOR ENGINEERING**

**Major #1 adviser**

---

**Date**

---

**Major #2 adviser (except for Engineering)**

---

**Date**

---

**Completed by**

---

**Date:**

---

---
PROGRAM PLANNING FORM

Name: ________________ SID: ________________

Last    First    Middle

Beginning with the current term indicate all courses you plan to take, including those needed to complete major(s), college, and University requirements (see the COE Guide to Undergraduate Study for details).

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Major Adviser #1

Major Adviser #2

NOT REQUIRED FOR ENGINEERING

The plan above is a contract with the College of Engineering and must be followed. Any changes to the plan must be reported to your student academic adviser in 230 Bechtel Hall. Note: Additional time to complete the degree is never granted to students who fail to follow their planned program. My signature acknowledges my understanding of, and agreement to, follow the above.

___________________________  ________________
SIGNATURE                  Date