

### Requirements

Your application for a simultaneous degree will be considered only when ALL of the following requirements have been met:

- At least two semesters have been completed at UC Berkeley.
- Your overall and technical GPA is a 3.0 or higher.
- If you are currently in another school or college other than Engineering:
  - You must have been admitted to UCB as a freshman.
  - You must meet all [Change of College application criteria](#).
  - You must submit your application by no later than the end of your sophomore year.
- If you are currently in the College of Engineering:
  - If you started at UCB as a freshman, you must submit by the end of your sixth semester of enrollment.
  - If you were admitted to UCB as a transfer student in COE, you must submit by the end of your second semester of enrollment at UCB.
- 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. You must indicate that by listing the courses 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.

### Instructions

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](#) for your Engineering major

#### If you are currently in the College of Engineering:

- Meet with the adviser for your non-Engineering major to 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.
- 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.

#### If you are currently in another school or college:

- 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.
- 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.
- College of Engineering [Peer Advisers](#) are available throughout the school year to assist you with the change of college application process.

## 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

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Phone number

**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**

\_\_\_\_\_  
Posted By

\_\_\_\_\_  
Date

Approved by (L&S use only)

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_ / \_\_\_\_ / 20\_\_\_\_



# 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).

Fall _____	Units	Spring _____	Units	Summer _____	Units
Total		Total		Total	

Fall _____	Units	Spring _____	Units	Summer _____	Units
Total		Total		Total	

Fall _____	Units	Spring _____	Units	Summer _____	Units
Total		Total		Total	

Fall _____	Units	Spring _____	Units	Summer _____	Units
Total		Total		Total	

**Not Required for Engineering**

Major Adviser #1 \_\_\_\_\_

Major Adviser #2 \_\_\_\_\_

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