



POLICY ON UNDERGRADUATE DOUBLE MAJORS

POLICY NUMBER:	2018-16-POL-AS
TITLE OF THE POLICY:	Undergraduate Double Majors
DATE OF ADOPTION:	4 June 2018
SUPERSEDES:	AB Paper No.: 16-39 and 2016-04-POL
DATE OF IMPLEMENTATION:	Fall 2018
PROJECTED DATE OF REVISION:	Fall 2023
PURPOSE OF THE POLICY:	To define the guidelines by which students may pursue undergraduate double majors at University of The Bahamas
ACCOUNTABILITY:	Office of Academic Affairs
RELATED POLICIES:	Policy on Period of Candidacy Policy on Transfer Credits Policy on Undergraduate Dual Degrees
APPENDICES:	None

1.0 Preamble

A double major provides the opportunity for University of The Bahamas (UB) students to pursue two areas of academic interest within the same degree while capitalizing on the efficiencies of having the general education and elective courses count toward both majors.

2.0 Scope

- 2.1 The purpose of this policy is to define the guidelines by which students who are enrolled in UB undergraduate degree programmes may pursue double majors.
- 2.2 In those instances where both majors lead to different degrees, for example Bachelor of Arts and Bachelor of Science, the student shall be guided by the *Policy on Undergraduate Dual Degrees*.

3.0 General

- 3.1 Double majors shall be reflected on the student's academic record (transcript) and on the graduation diploma.
- 3.2 Upon successful completion of the requirements of both majors, students shall receive a single graduation diploma that shall reflect both majors.
- 3.3 The major into which the student was originally accepted shall be considered the primary major and shall be listed first on the graduation diploma.
- 3.4 Students shall graduate from the academic unit from which the primary major is offered.

4.0 Entry Requirements

Students who wish to pursue a double major must

- 4.1 have earned at least fifteen (15) credits at UB;
- 4.2 meet admission requirements for both majors;
- 4.3 submit the *Undergraduate Double Major Degree Request Form* normally at least seventy-five (75) credits prior to graduation; and
- 4.4 obtain written approval, in the form of a duly approved *Undergraduate Double Major Request Form*.

5.0 Programme Requirements

- 5.1 Students must
 - 5.1.1 pursue both majors simultaneously;
 - 5.1.2 complete the course requirements of the contract of study for both majors; individual contracts of study shall not be developed to facilitate double majors; and
 - 5.1.3 comply with all grade point average, cumulative grade point average and minimum grade requirements as specified on each contract of study.
- 5.2 All major course options (i.e., not prescribed major courses) shall be unique to each major.
- 5.3 Courses used to fulfill General Education requirements shall be considered as having fulfilled those requirements for both majors as defined by each contract. Courses used to fulfill General Education requirements in one major *cannot* be used to fulfill major area or elective course requirements in the other programme.
- 5.4 Courses used to fulfill elective requirements shall be considered as having fulfilled those requirements for both majors as defined by each contract. Courses used to fulfill elective requirements in one major *can* be used to fulfill major area requirements in the other major.
- 5.5 A minimum of fifty percent (50%) of the credits earned in major area courses must be unique to each programme.
- 5.6 Both majors must be completed before a degree can be earned.

6.0 Withdrawal

- 6.1 Students who wish to withdraw from a double major shall complete the *Undergraduate Double Major Withdrawal Form* to remove either one of the majors from the course of study.
- 6.2 In those instances where students withdraw from the major into which they were originally accepted, the programme identified as the secondary major on the *Double Major Request Form* shall be considered the primary and only major.
- 6.3 Students are allowed to graduate from either major once they withdraw from the other major and meet the requirements for the remaining major.

7.0 Transfer Credits

- 7.1 The management of transfer credits is defined by the *Policy on Transfer Credits*.
- 7.2 A minimum of fifty percent (50%) of the credits earned in major area courses must be earned at University of The Bahamas and must be unique to each major.

8.0 Period of Candidacy

- 8.1 The timeframe allotted for a student to complete the double major is defined by the *Policy on Period of Candidacy*.