



Information on Earning a Second Bachelor's Degree

Thank you for your application to SUNY Oswego!

As a student who already has a bachelor's degree from another institution, please be advised that you may only pursue a second undergraduate degree in a new field to fulfill a different academic objective.

As a student seeking a second degree, Oswego policy states that you must:

1. Meet with an academic advisor in the desired major to develop a program of study (this can be done in person, by phone, or email);
2. Submit that program of study and the academic plan to the appropriate dean's office for approval before registering for coursework;
3. Complete and pass a minimum of 30 hours of coursework at Oswego;
4. Complete a minimum of one-half of the major and concentration requirements at Oswego

Before the Admissions Office can review your application, you must gain approval from the academic department of your intended major and submit the Second Bachelor's Degree Approval Form and the academic plan to:

admiss@oswego.edu

315-312-3260 (Fax)

Or mail to:

SUNY Oswego
Office of Admissions
229 Sheldon Hall
Oswego, NY 13126



Second Bachelor's Degree Approval Form

To the Academic Department:

College policy states that a student seeking a second degree must meet with an academic advisor in the desired major to develop a program of study and submit the program of study to the appropriate dean's office for approval before registering for coursework. Therefore, in order for the Admissions Office to complete a review of this student's application we need approval from your department to admit as a second degree student. Please contact the Admissions Office for copies of the student's transcripts as necessary.

Today's Date: _____

_____ is eligible to enter a 2nd bachelor's degree program in the
_____ major.

Department: _____
Advisor's
Signature: _____
Dean's
Signature: _____
Student's
Signature: _____

After the form has been completed by the academic department, please send it and a copy of the academic plan to the Office of Admissions at:

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