DOUBLE MAJOR APPLICATION

Engineering Student Services • College of Engineering • 230 Bechtel Engineering Center

REQUIREMENTS

➔ **You must meet with your ESS Adviser no later than the end of your 3rd semester** to review your requirements and course plan. Please note, not all requirements are published online and some are time-sensitive.

➔ If your request for a double major is approved, you must consistently make satisfactory progress in both majors. **If you do not make satisfactory progress in both majors, you may be dropped back down to one major.**

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

- At least **2 semesters** have been completed at UC Berkeley.

- Your overall **UC GPA is a minimum of 3.0** (some majors may have higher GPA requirements).

- You were **admitted as a freshman to the College of Engineering.** *(Junior transfer students and change of college admits are not eligible to apply for a double major.)*

- You are making **satisfactory academic progress in your current major**. Satisfactory academic progress is defined as successfully completing at least 2 technical courses that satisfy your current major requirements each semester. This is in addition to any requirements for your prospective additional major. Students who are not making satisfactory academic progress in their current major will be denied double majors. Note that Incompletes could negatively impact your eligibility to add a second major.

- Your Program Planning Form includes **all course and unit requirements for both majors**.

- Your plan must be **in compliance with our overlap policies**:

  o Each major must include at least 5 upper division technical courses, of at least 3 units each, that do not overlap with the other major.

  o After you have accounted for the 5 upper division technical courses that cannot overlap, your planned program should include no more than 5 upper division courses that do overlap.

INSTRUCTIONS

1. **Review the minimum requirements with your ESS Adviser.**

2. **Print and complete the following documents:**

   ☐ The Petition for a Double Major

   ☐ A Program Planning Form
   Please note that if a 9th semester is necessary to complete your double major program, the request must be made at the time of this application.

   ☐ A Double Major Course Requirement Form

   ☐ A Degree Worksheet for your intended engineering majors showing which courses you have completed and when you plan to take the courses you have listed

3. **Schedule an appointment with your ESS Adviser no later than the end of your 3rd semester** to review your requirements and course plan. Please note, not all requirements are published online and some are time-sensitive.*

4. **Submit your final application and accompanying documents before your 7th semester begins.** No late applications will be accepted.

*Note:

Additional materials, including a personal statement explaining your motivation and preparation for pursuing your second major, may be required. Your Engineering Student Services Adviser will inform you during the appointment if any additional materials are needed to complete your application.

Berkeley Engineering

DOUBLE MAJOR APPLICATION

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PETITION FOR A DOUBLE MAJOR

Name: _____

            Last   First   Middle

SID: _____   Phone Number: (_____)_____

Email: _____

Current major: _____

The two majors I wish to pursue in the College of Engineering are:

_____and _____

Signed: _____   Date: _____

Office Use Only

This petition is approved for   ☐ Fall   ☐ Spring   Year: _____

_____   _____

Signature of Dean or Dean's Representative   Date

_____ _____   _____ _____

Major #1   Major Code   Major #2   Major Code

☐ Degree check completed ☐ UGrad updated ☐ eForm submitted ☐ Petition uploaded/notes in BOA
☐ Dept informed ☐ File updated

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 *College of Engineering Undergraduate Guide, http://engineering.berkeley.edu/guide,* 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	

Any changes to the plan must be reported to your student academic adviser in 230 Bechtel Engineering Center. 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

Double Major Course Requirement Form

Name _____   SID# _____

Major #1   **Major #2**

Lower Division Courses   **Lower Division Courses**

Dept/Number/Units	When Completed		Dept/Number/Units	When Completed

Upper Division Courses   **Upper Division Courses**

Dept/Number/Units	When Completed		Dept/Number/Units	When Completed

Upper division technical courses (no more than five) which overlap to complete requirements in both majors

1. _____   **2.** _____   **3.** _____   **4.** _____   **5.** _____