TO: Presidents
FROM: W. B. Langsdorf
Vice Chancellor, Academic Affairs
SUBJECT: Recording of Double Majors (and/or Double Degrees) on Diplomas

Several campuses have requested clarification regarding the appropriate diploma notations for graduating students who have completed double majors (and/or double degrees). The following guidelines, which have been discussed by the Chancellor's Council of Presidents, are intended to provide policy clarification with regard to the issuance of diplomas:

1. Campuses awarding to graduating students a diploma which identifies the major are authorized to list on the diploma any majors completed by the student which lead to the single degree being awarded.

2. In the event that a student has completed two majors leading to different degrees, for example BA and BS, the student should be required to declare one major as the degree major, in order to determine the appropriate degree to be awarded and the notation on the diploma. No campus shall grant to the same graduating student two diplomas or two degrees, as distinguished from majors, at the same commencement.

3. All majors completed by a student should be recorded on the transcript.

WBL:db

cc: Vice Presidents for Academic Affairs
Deans of Admissions and Records
Chancellor's Staff