



## REQUEST TO COMPLETE A POST GRADUATE HONOURS OR 2<sup>ND</sup> MAJOR

Policy for Deferred Standing from UBC Okanagan Online Calendar. See also Academic Concession, <http://okanagan.students.ubc.ca/calendar/index.cfm?tree=3,41,90,1015>

**STEP 1: To be completed by Student**

Date: \_\_\_\_\_

Student Name:		Student Number:	
Email Address:		Faculty:	
Current Degree held:	Date of Graduation:	1 <sup>st</sup> Major:	Minor:
Additional Majors/Honours:			

### Requirements of an Annotation of a Second or Subsequent Major or Honours Designation on a Baccalaureate Degree Previously Conferred

Students who have previously been granted a UBC Okanagan B.A. or B.Sc. may subsequently return and complete the requirements for an additional major or honours designation relevant to and within the same baccalaureate degree. The student will then be issued an updated parchment of the baccalaureate degree if the honours program requirements have been fully met. The updated degree parchment will include an annotation specific to the honours designation. The student will be required to surrender the degree parchment previously conferred upon the issuance of the updated parchment for the baccalaureate degree. The official transcript of the student will be updated to indicate that the requirements of a second major have been met. Returning students must receive the approval of the relevant unit head before the student may enter either the second major or the honours program. The department head will ensure that the student’s prior work is sufficiently current to progress within the proposed program of study.

**Department Head:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Associate Dean:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Completed forms can be dropped of in the FCCS Dean’s office, CCS 323 or emailed to [fccs.ubco@ubc.ca](mailto:fccs.ubco@ubc.ca)

Personal Information (“Information”) provided on this form is collected pursuant to section 26 of the Freedom of Information & Protection of Privacy Act (the “Act”), R.S.B.C. 1996, c.165 for the purpose of arranging your post graduate honours or 2nd major request. The Information will be used and shared within UBC in accordance with the Act. Any questions regarding the collection of the Information may be directed to the appropriate faculty as listed on the front page.