

Office of the Registrar  
 University of Victoria  
 PO Box 3025 STN CSC  
 Victoria BC V8W 3P2  
 Phone: 250-721-8121  
 Fax: 250-721-6225

# APPLICATION TO ENROLL IN A SECOND BACHELOR'S DEGREE PROGRAM

Applications will not be processed until first degree requirements have been confirmed. Normally students are admitted as unclassified year, non-degree pending the results of the second degree application.  
 Approval process takes a minimum of four to six weeks.

SURNAME	GIVEN NAME(S)	UVIC IDENTITY NUMBER

Apt	Street or P.O. Box	Address	City	Province
Postal Code	Country	Area Code	Telephone Number	Email Address

New Students must only complete this form and return it to the address above.

Continuing students must complete this form, an Application for Reregistration form and pay the 2nd degree fee.

**IMPORTANT:** Official transcripts of all previous post-secondary studies must be submitted to the Office of the Registrar (if you have not already done so) before your application for a second degree may be considered (transcripts of UVic studies need not be included). In particular, students whose first degree is not from UVic are advised that it is the student's responsibility to ensure that duplication of courses does not occur; credit will not be granted/may be denied for any coursework completed in the second degree program whose equivalent(s) earned credit in the first degree program.

**NOTE:** Completion of an Associate Degree (2 Yr.) does not constitute grounds upon which to apply for a Second Bachelor's Degree.

**NOTE:** A \$ .00 evaluation fee may be required. You will be notified if this fee is to be assessed.

Please note that Second Bachelor's Degree Program forms received after April 15 may not be processed in time for approved students to participate in 3rd Year Registration (normally late June/early July). It is not acceptable for students to use the "Second Bachelor's Degree Program" as a means of obtaining 3rd Year standing for registration.

## SECOND BACHELOR'S DEGREE PROGRAM APPLICATION (BE SPECIFIC):

<p>\$11. is required with this form from continuing students only. Payment may be made by cash, debit, credit card, cheque or money order.</p> <p>* In order to comply with the Payment Card Industry Security Standards, we regret that we can no longer accept credit card payments by mail or fax. Applications to Enroll in a Second Bachelor's Degree will now only be accepted by mail when paid by cheque or money order.</p>	<p>FACULTY (e.g. SC, FA): _____</p> <p>DEGREE (e.g. BA, BSc): _____</p> <p>PROGRAM: ...General Areas: _____  <small>(A General Program MUST HAVE two Areas of Study)</small></p> <p>...Major Area(s): _____</p>
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A short summary outlining your motivation in pursuing this Second Bachelor's Degree Program is required to initiate and assist in the evaluation of your application. Summarize on the reverse side of this form.

PREVIOUS DEGREE PROGRAM(S) COMPLETED AT: \_\_\_\_\_  
Name of Institution(s)

DEGREE(S) GRANTED (e.g. B.A., B.Sc.): \_\_\_\_\_

PERSONAL SUMMARY/SECOND BACHELOR'S DEGREE APPLICATION

Due to an increased number of second degree applications, and high demand for registration in courses, students are advised that not all applications for registration in a Second Bachelor's Degree Program may be accommodated.

Please summarize your interest in your selected area(s) of study and indicate any area(s) of particular interest in the subject.

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DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

The University of Victoria is committed to treating personal information in accordance with FIPPA and the university's privacy policy. The collection of personal information by the University of Victoria is in accordance with section 26 of the Freedom of Information and Protection of Privacy Act (FIPPA) and the University Act. The 54csctA)yyyyynf ! `ùU q(2h,f&\*(;bÀU,,0 y tynivs i.5 -.4 ( .5 ( 26 -n(y)18 (y)18.a5 -n(3.ed.5 -.5.1 .6) (s)2 (.5 ( 26c)3.3 (0(i)8.8 (t