

Graduate and/or Undergraduate Units Completed

Student Information

SJSU ID	Name (First & Last)	Phone
Student Signature	Email	Expected Graduation (e.g. Fall 2017)

Instructions

For Students pursuing a second baccalaureate degree and want to use units that you have completed at SJSU while you were a graduate or post-baccalaureate student, you may request up to 24 units of credit taken during your last 30 units in residence at SJSU after the completion of your previous degrees, including all SJSU Studies and American Institutions requirements. Student must complete at least 6 units while in second baccalaureate status (if 24 units were transferred). Major department of second baccalaureate may use any coursework previously taken to satisfy degree requirements.

SJSU Units Completed

graduate student	second baccalaureate student	from graduate standing to second baccalaureate standing

Petition will NOT be reviewed if the following items are missing (*initial*):

- This is the most current version of this petition (www.sjsu.edu/gup/allForms/index/html).
- Matriculated at SJSU for one or more semesters
- Transcript (unofficial copy)
- Personal statement explaining request
- Applied & Admitted to 2nd baccalaureate standing
- All the information I provided is truthful

Required Signatures:

Major Advisor/Dept. Chair Review:	<input type="checkbox"/>	Other	<input type="checkbox"/>	Recommend	<input type="checkbox"/>	Deny
Comments (required):						
Reviewer's Name (print)	Signature	Date	Phone			

Submit to Graduate and Undergraduate Programs, room 159 Administration Building for Review

Associate Dean or designee, UGS (Final Decision)	<input type="checkbox"/>	APPROVED	<input type="checkbox"/>	DENY
Comments (optional):				
Name (print)	Signature	Date		

For Office USE Only:			
CMS Data Entry		Date	