OFFICE OF THE ASSISTANT VICE PRESIDENT
FOR UNDERGRADUATE EDUCATION

DOUBLE DEGREES

FREQUENTLY ASKED QUESTIONS

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23. Will I receive Latin honors for both programs if I become eligible for graduation honors for my first and second degree?

1. What is a double degree?

Also called a Double Major, a Double Degree is an academic program leading to the conferment of two degrees of the same level (i.e., two undergraduate degrees or two master's degrees) from one higher education institution. The Ateneo de Manila University recognizes two types of double degrees:

a. Prescribed Double Degree Program – The Ateneo de Manila University currently has the following prescribed Double Degree Programs:
   i. BS Chemistry – BS Materials Science Engineering
   ii. BS Computer Science – BS Digital Game Design and Development
   iii. BS Applied Physics – BS Materials Science Engineering

b. Double Degree requested by a student – Two undergraduate degrees combined into a single curriculum, endorsed by the concerned departments/programs, and approved by the Assistant Vice President for Undergraduate Education

2. Can I choose any degree to combine as a double degree with my current major?

Students who are not enrolled in a prescribed double degree program may apply for a double degree combined with another program. However, there are certain combinations which are **not** allowed. These are:

a. AB Humanities – AB Interdisciplinary Studies
b. BS Management of Applied Chemistry – BS Chemistry
c. BS Management of Applied Chemistry – BS/MS Chemistry
d. BS Biology – BS Life Sciences
e. AB Psychology – BS Psychology
f. AB Management Economics – any undergraduate degree program offered by the John Gokongwei School of Management
g. Any two undergraduate degree programs offered by the John Gokongwei School of Management
h. Any two undergraduate degree programs offered by the Department of Information Systems and Computer Science
i. Any two undergraduate degree programs offered by the Department of Economics

j. Any two undergraduate degree programs offered by the Department of Political Science
k. Other combinations as may be determined at a later time, subject to the review of the Curriculum Committee

Kindly note that this list is subject to regular review and updating.

3. I am already taking a double degree. Can I apply for a third undergraduate degree?

No, you can only take a maximum of two undergraduate degrees.

4. What are the requirements for applying for a double degree?

You should submit the online application form and upload the following required documents:

a. An essay of no more than 250 words that explains the reasons for wanting to take the intended double/second degree/major and personal qualities, abilities, or special skills that you feel will help you in the chosen program of study.
b. A pdf copy of AISIS-generated IPS.
c. A pdf copy of AISIS-general grades.

5. How do I apply for a double degree?

a. You should accomplish the online application form and upload the required documents by the stated deadline.
b. The Office of the AVP-UEd then coordinates with your Home Department Chair/Program Director and the Department Chair /Program Director of the Second Department for the necessary endorsements and evaluation of the application.
c. The Office of the AVP-UEd reviews the Departments/Programs' evaluation, recommendations, and Consolidated IPS for accuracy, completeness, and compliance with undergraduate level guidelines.
d. The AVP-UEd gives the final approval to the application.
e. The Office of the AVP-UEd informs the applicant via email (cc: the Department Chair/Program Director, Office of the University Registrar) of the decision on the application.
f. If the application is approved, the Office of the AVP-UEd issues a condition letter (cc: the Home Department Chair/Program Director, the Second Department Chair/Program Director, and the University Registrar) which you will be asked to sign. The condition letter indicates the following:
    i. Guidelines and procedures concerning double degrees
    ii. List of Double Counted Courses

iii. Consolidated Program of Study

6. When is the deadline for applying for a double degree?

The deadline for submission of undergraduate students' applications for a double degree is on January 15 every school year. If this date falls on a Sunday or holiday, the deadline is automatically moved to the next working day. If approved, the double degree will be effective in the upcoming school year.

7. If I want to take one of the prescribed double degrees, do I follow the process for applying for double degrees?

Taking one of the prescribed double degrees will require that you shift from your current major program to the prescribed double degree. In this case, you should follow the change of degree (shifting) process.

8. How long will it take me to complete a double degree?

A student's completion of a double degree will be guided by the approved consolidated IPS, which will indicate how long it will take to complete the two degree programs. The consolidated IPS takes the following into consideration: prerequisites, the availability of courses for an academic term, and the program's semestral load.

9. I am a First Year student. Can I already apply for a double degree?

You may already submit your application during the application period, as announced by the AVP-UEd. However, your applications will only be processed after the release of your final grades for the Second Semester.

10. How will my IPS change after my double degree application is approved?

Academic advisement for each academic term will be based on your approved consolidated IPS.

If you are a Sophomore, advisement for the Intersession term is done by your home department/program and by the Office of the University Registrar for the first and second semesters.

If you are a Junior/Senior, your current home department/program advises you until you graduate from your first degree. After you graduate from your first degree, the second department/program takes over in advising you based on your approved consolidated IPS until you graduate from the second degree.

11. I have a scholarship. Will my scholarship cover the tuition and fees of my double degree?

You will have to check with the Office of Admission and Aid if your scholarship will cover the double degree.

12. My double degree has already been approved. But I've changed my mind and want to take a double degree in another major. What should I do?

The decision to take a double degree should not be made lightly. It is expected that prior to applying for a double degree, you have carefully thought about its benefits, disadvantages, risks, and implications. Once your request for a double degree is approved, you are expected to commit to the completion of both major programs.

If there are serious, unavoidable reasons for your need to change your double degree, you first have to request to withdraw from your double degree. Your records will then reflect that you are completing only one degree. You will then have to submit a new application for a double degree. Approval of your second application is not guaranteed.

13. Can I take another undergraduate degree after graduating from Ateneo de Manila University?

Yes. Ateneo de Manila University graduates can apply to take a second degree within five years from graduation.

14. Will I graduate with my batchmates, if I take a double degree? Will I be taking the courses of the second degree simultaneously with my current program, or will I be completing all required courses in my current program first before taking the required courses for the second degree?

This will all depend on how the two concerned departments design your consolidated IPS. The preparation of the consolidated IPS takes the following into consideration: prerequisites, course offerings, and semestral load. With regard to required courses, it is possible for the major courses of the two degree programs to be taken simultaneously, again depending on your consolidated IPS.

15. When can I have the course(s) I took for my first degree validated for my intended second degree?

Once your application for a double degree has been approved, you may proceed to process the validation for any double-counted courses that you have already taken. Validation should be accomplished before you graduate from your second degree.

16. Should I still process a validation request for core curriculum courses for my second degree?

Core curriculum courses are automatically validated. For those whose first degree follows pre-2018 curricular version but whose second degree follows a 2018 or later curricular version, validation of core curriculum courses will be based on the following Core Curriculum Validation Guide.

17. Will I still be awarded the minor program I was initially approved for, if I later apply to double degree in the same program?

Once you are approved for a double degree in a program that you were earlier approved to take as a minor program, the approval granted for your minor program is deemed canceled.

18. How is the QPI computed for double degrees?

All academic courses taken -- whether these courses are for your first or second degree -- are included in the computation of the semestral, Yearly, and Cumulative QPIs.

For more information on the computation of the QPI, please see the *Undergraduate Academic Regulations, Section V, No. 8*.

QPI requirements for promotion, separation, and graduation apply to students taking a double degree. For more information, please see the *Undergraduate Academic Regulations*, Section V, Nos. 9, 10, and 12.

19. How does taking a double degree impact the computation of the QPI for semestral honors?

All academic courses taken in a semester -- whether these courses are for your first or second degree -- are included in the computation of the semestral QPI. If you qualify for semestral honors, these honors will be attached to your first degree. For additional semesters after you have already graduated from your first degree, semestral honors will be attached to your second degree.

For more information, please see the *2024 Revisions to the Undergraduate Academic Regulations*, Section V, Nos. 8 and 12.

20. Will the courses I am required to take for my double degree count towards the computation of my QPI?

Yes. The courses taken for your double or second degree are counted towards your QPI.

21. Once I am approved for a double degree, what yearly QPI will be applicable in my case?

The applicable yearly QPI requirement will be based on the year level of your first degree.

22. What QPI requirement will be applicable if I am still completing my second degree after my senior year?

The Senior QPI requirement of 2.0 will apply if you need to extend beyond the four years allotted for your first degree. For more information, please see the *2024 Revisions to the Undergraduate Academic Regulations, Section V, No. 9*.

23. Will I receive Latin honors for both programs if I become eligible for graduation honors for my first and second degree?

Students who graduate from more than one degree program may receive Latin honors or honorable mention only once." Please see the *2024 Revisions to the Undergraduate Academic Regulations*, Section VI, No. 2.

If you are eligible for graduation honors, this will be awarded to you upon completion of your first degree, unless you request otherwise. Such requests must be made PRIOR to the last day of the final semester of your first degree.

For other questions/concerns regarding Double Degrees, please contact the Office of the AVP-UEd (avp.undergrad@ateneo.edu).

Office of the AVP-UEd
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