DEFINITIONS:

**Minor:** A secondary field of specialized study that may be offered by an academic unit for its own majors and/or majors from other academic units. Minors require a minimum of 27 designated term credits of related course work, 12 of which must be at the upper-division level.

**Option:** (Definition found in the OSU Catalog under “Definitions and Course Numbering System”) Options are for students of a specific major. Options consist of at least 21 designated credits of course work, 15 of which must be at the upper-division level.

**Certificate:** A specified interdisciplinary program of study leading to an official certificate and notation on the transcript. A certificate draws from more than one department, rather than a single department (as with most Minors). The certificate program must be taken in conjunction with a formal degree program. An undergraduate certificate requires a minimum of 27 credits.

**Double Degrees:** A student may earn multiple degrees simultaneously. Additional degrees may also be earned subsequent to a prior degree award. The degrees may be offered by the same college, or by different colleges. For each additional degree, a student must complete a minimum of 32 credits above the minimum number of credits needed for one degree. Each degree application is reviewed by the appropriate academic advisor. Advisors complete a separate graduation audit for each of the degrees. Each degree awarded will be recorded as a separate degree award on the student’s record. The student will also receive a separate diploma for each degree awarded.

**Dual (or Multiple) Majors:** Though less common, a student may receive a single degree with multiple majors. Dual majors are most often obtained within the same college. The degree requirements for both majors are reviewed by your advisor. If the requirements for both majors can be met within the standard 180 credits necessary for graduating from OSU, no extra credits are required. When the degree is awarded there will be one degree award with two majors recorded on the student’s record. The student will receive one diploma. Dual majors may be obtained concurrently with the completion of the degree, or in some cases may be earned as a credential subsequent to completion of the degree.

POLICIES ON DOUBLE COUNTING OF COURSES BETWEEN OPTIONS, MINORS OR CERTIFICATES: The underlying principles for each of the following are that (1) each credential listed on a student’s transcript should represent a significant body of work (as defined above) and (2) students should strive to have each body of work build unique depth. Put another way, a student should not add on an additional program of study (minor/option/certificate) unless they complete sufficient coursework in that area to make it unique from their other programs of study and they have a specific career or educational goal that will be advanced by their completion of the additional credential. Careful selection of additional specific courses that build the necessary knowledge and skills is often preferable to completing an additional
credential, as this allows the student to tailor their selections to their particular needs and interests.

(1) A student may not double count courses between the **Environmental Sciences core curriculum** and an Option, Minor, or Certificate that is being used as the student’s area of specialization for the Environmental Sciences degree. This is true even if the department offering the Minor or Certificate allows double counting.

(2) A student may not double count courses between the **Environmental Sciences core curriculum** and an Option that is not being used as the student’s area of specialization for the Environmental Sciences degree.

(3) A student may not double count courses between two (or more) **Environmental Sciences Options**.

(4) A student may double count courses between the **Environmental Sciences core curriculum** and a Minor or Certificate that is not being used for their area of specialization for the Environmental Sciences degree, if the Department offering the Minor allows that. (An example would be the Chemistry Minor.)

(5) A student may double count courses between a **Minor (or Certificate) and another Minor or Certificate** when one (the Minor or the Certificate) is being used for the Environmental Sciences specialization and the offering department(s) allow such double counting. (Example: Environmental Geosciences Minor and GIS Certificate.) Students will, however, be encouraged to **minimize** use of double counting so that each credential has allowed the building of academic strength in a ± unique area.

(6) Double counting between an **Environmental Sciences Option** and an additional **Minor or Certificate** is allowed in cases where the department offering the Minor or Certificate allows such double counting. Double counting is, however, discouraged, in line with the underlying principles articulated above. **Basic concept that underlies all of the above:**

**Policy on Completing Both an Environmental Sciences Major and Minor:** Because a Minor is, by definition, “A secondary field of specialized study,” a student may not complete both an Environmental Sciences Minor and an Environmental Sciences major. That is, the Minor must be completed in an area that is not already being pursued by another program of study.

**Policy on Double Counting Between the Environmental Sciences Minor and Another Major:** Courses in the “Natural Environmental Systems” portion of the Environmental Sciences Minor curriculum may be double counted with courses required in the student’s major. However, courses taken in the “Humans and the Environment” portion of the Environmental Sciences Minor should be unique to the Minor (that is, not also used to fulfill major requirements).
Policy on Double Counting Between the Environmental Sciences Major and Another Major: Courses may be double counted between the Environmental Sciences major and another major. Students completing two majors are encouraged to fulfill requirements for one of the Environmental Sciences’ preapproved specializations (Option, Minor, or Certificate), in which case the rules on double counting for such specializations outlined above apply. In some cases, however, the second major may contain sufficient unique and relevant coursework to constitute a specialization; the approval of an Environmental Sciences Academic Advisor and the Program Director are required in such cases. (Example, a student majoring in Environmental Sciences and in Botany may be able to use coursework required for the Botany major that is not also required for the Environmental Sciences major to fulfill the Environmental Sciences specialization.). To use courses from a second major as the specialization for the Environmental Sciences degree, the additional courses: (1) must sum to at least 27 credits that are not also used towards the Environmental Sciences major curriculum, (2) must introduce depth in one field, not simply breadth, and (3) must be relevant to Environmental Sciences.

The student proposing double majoring with a significant amount of double counting and/or related major will need to discuss their goals and purpose with the Director of the Environmental Sciences program to establish whether there is sufficient reason and purpose to allow double counting, and establish where unique credits will be taken if approved.

Students may take one WIC course when they are completing a Dual Major, as long as both Departments or Programs agree on a common WIC. However, when a student is completing Double Degrees, two WIC courses are required (one for each degree).

Policies on double-counting of courses between Majors, Options, Minors and Certificates 9-13-11