



## SECOND BACCALAUREATE

TO: Department Chairperson  
FROM: Office of Financial Aid  
SUBJECT: Second Baccalaureate Degree Requirements

\_\_\_\_\_  
Printed Student Name

\_\_\_\_\_  
Baccalaureate Degree Sought

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
EIU ID#

I, \_\_\_\_\_ give permission to the Chair of the Academic Department from which I will obtain my second baccalaureate degree to complete the information below and return this form to the Office of Financial Aid at EIU.

Student-please complete and submit this form to your department chair.

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### **This section to be completed by the Department Chair**

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In order to determine financial aid eligibility for the student named above who is obtaining a second baccalaureate degree, this office must know the number of cumulative hours the student already has toward the requirements necessary to obtain the second baccalaureate degree. Example: 120 total hours to obtain the degree-(minus) # of hours you have determined student needs to complete the degree requirement = cumulative hours toward this student's second BA.

\_\_\_\_\_  
2<sup>nd</sup> Baccalaureate Degree

I have accepted \_\_\_\_\_ cumulative hours toward this student's second baccalaureate degree.

\_\_\_\_\_  
Signature of Department Chairperson

\_\_\_\_\_  
Printed Name and Department

\_\_\_\_\_  
Date

Thank you for your assistance. Please return this form to the Office of Financial Aid at EIU.