



**School of Graduate Studies**  
**Request for Use of Graduate Credit for Two Graduate Degrees/Certificates**

Any graduate student wishing to receive a second or subsequent graduate degree/certificate must outline the graduate credit requested to fulfill both first and second graduate degrees/certificates. Note: Graduate students must complete **a minimum of 24 additional, unique credit hours** for the second degree/certificate at Clayton State University. *Please include the student's Curriculum Map (e.g. DegreeWorks), displaying their course progression, with this form.* **Requests are due by no later than the first semester of enrollment.**

In degree or certificate programs requiring **30 or less total credit hours** of coursework, **a maximum of six (6) credit hours** may be used to satisfy the second degree/certificate. In degree or certificate programs requiring **more than 30 total hours** of coursework, **a maximum of twelve (12) credit hours** may be used to satisfy the second degree/certificate. For the full policy on earning Two Graduate Degrees/Certificates, see: <https://catalog.clayton.edu/graduation-requirements/graduate-graduation-requirements/other-graduate-graduation-requirements/>

Name: \_\_\_\_\_ Laker ID Number: \_\_\_\_\_

First Degree: MALS \_\_\_\_\_ MHA \_\_\_\_\_ MBA \_\_\_\_\_ MSN \_\_\_\_\_ MSSCA \_\_\_\_\_  
 \_\_\_\_\_ (Check one)  
 MAS \_\_\_\_\_ MAT \_\_\_\_\_ MSSCP \_\_\_\_\_ MPA \_\_\_\_\_ MSLD \_\_\_\_\_

Second Degree: \_\_\_\_\_

Concentration (If applicable): \_\_\_\_\_

Course ID Number	Course Title	Grade ("B" minimum)	Semester Completed	Semester Credit Hours

\_\_\_\_\_  
 Student's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Graduate Program Director's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Dean, School of Graduate Studies' Signature

\_\_\_\_\_  
 Date