

Multiple HCC Credit Credentials

The awarding of multiple credit bearing degrees, certificates, and letters of recognition must follow criteria as specified below:

- **Letters of Recognition (LOR)** – There must be at least **three** additional earned credits from different course work, not used in a previously earned HCC credential, for each additional LOR awarded.
- **Certificates** – There must be at least **six** additional earned credits from different course work, not used in a previously earned HCC credential, for each additional certificate awarded.
- **Degrees** – There must be at least **twelve** additional earned credits from different course work, not used in a previously earned HCC credential, for each additional degree awarded.

For students seeking to earn multiple credentials as listed above, if their new program does not have enough new credits listed as requirements, then the student must take additional course work to meet the minimum new course work provision as stated above. In such cases a ~~faculty advisor~~ **Division Director** will approve the appropriate course(s) to meet the requirement.

In cases where students' completed course work does not qualify them to receive a new credential (LOR, Certificate, Degree) they may be entitled to a **double major** designation. This would mean that they have combined the requirements of two credentials, without meeting the minimum requirements for receiving multiple credentials as specified above.

Although it is unlikely that a student would attempt to receive a certificate or letter of recognition after receiving a degree, ~~(s)he~~ **they** would not be permitted to do so unless the new certificate/LOR is in a different discipline.