



Instructions for Adding a Second Degree

Matriculated students in a degree program can concurrently pursue a second or dual degree. Depending on the degree combination, pursuing two degrees at once allows for more shared credit between the two degrees which in effect reduces the total numbers of hours required to earn both degrees. Those individuals interested in pursuing a dual or second degree will need to:

1. Complete sections I-III of the formal degree application, typed or written clearly.
2. Please provide a short (no more than 1 page), written explanation of why you want to pursue a second or dual degree.
3. Please provide a recommendation from a GCTS faculty member.
 - a. If the application is made for admissions to the M.Div. program, a recommendation from a GCTS faculty member and a church official is required.
 - b. If the application is made for admissions to the MACC program, three new recommendations are required.
4. Personal Statements, Autobiography and Transcripts are not necessary since we already have those items on file.
5. You will be required to request an official copy of your GCTS transcript to be sent to the Admissions Office. Transcripts will not be released for those students with outstanding debt.

Needed forms can be found at the following link:
http://www.gordonconwell.edu/charlotte/charlotte_admissions_procedures

No action will be taken until an application is complete. Written notification of the decision will be sent to the applicant and the Registration office.

**Please mail or fax this form,
along with the necessary documentation, to:**

Gordon-Conwell Theological Seminary
c/o Admissions Office
14542 Choate Cir.
Charlotte, NC 28273
800-600-1212
704-527-8577 (fax)