

**Petition for Pre-Approval of Transfer of  
Credit from another Institution / Petition for  
Approval of Major Credit for Transfer Students**

Please submit responses to the following questions to Sherri Condon ([scondon@wesleyan.edu](mailto:scondon@wesleyan.edu)), Department of Romance Languages & Literatures, Wesleyan University, 300 High Street, Middletown, CT 06459. Transfer students wanting to apply a credit recognized by the university to the major must seek approval from the department. All other students requesting university and/or major credit for a course taken elsewhere must have the petition approved beforehand by the corresponding section (French, Italian, or Spanish). With both pre-approval and after-the-fact recognition of credit toward the major for transfer students, final authorization is conditional (as explained at the end of this form) on submission of actual coursework to the corresponding section and on the evaluation of it.

1. Exact title of the course, the name and location of the college/university, and, if possible, the instructor's name. A link to or an attachment of the course's on-line description or syllabus should also be provided:

2. Number of weeks the course meets:

3. Number of meetings per week:

4. Length (in minutes or hours) of each class meeting:

5. Conversation sections and/or number of hours of lab attendance required (if applicable):

6. For elementary and intermediate courses (French, Italian, or Spanish 101-112 or the equivalent), the name and edition of textbooks and topics to be studied, and supplementary teaching materials (workbooks, videos, on-line resources, etc.):

7. For upper-level courses (French 215, Italian 221, or Spanish 221 and higher or the equivalent), the readings and topics to be studied:

8. Basis for evaluation in the course: e.g., amount and type of written work; number of quizzes and exams; oral presentations; participation; etc.:

Transfer students wanting to apply previous credits recognized by the university to the major will need approval from the department. All other students applying for permission to transfer credit should know that, upon returning to Wesleyan, they will be required to submit to the Chair of the Department of Romance Languages and Literatures copies of all written work and exams and a final copy of the syllabus used in the course. For elementary and intermediate courses, they will also be required to take the Wesleyan language placement exam as proof of their having advanced to the next level. For courses equivalent to the first semester of an ampersand sequence (FREN 101 or 111; ITAL 101 or 111; SPAN 101 or 111) credit will be awarded only after the student has completed the second part of the sequence (FREN 102 or 112; ITAL 102 or 112; SPAN 102 or 112).

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Print Name

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Signature

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Date