

Form to Petition to Count a Course Towards the Writing Certificate (if course is NOT on official list of approved courses (located here: <http://www.wesleyan.edu/writing/certificate/certificatecourses.html>))

Your name:

Date:

For administrative purposes: Petition Granted: yes / no date:

The course you would like to count is:

A Wesleyan Course

A writing course that does not appear on the official list of approved courses

A course with a non-writing focus (such as a History course with a creative component, etc.)*

A Course offered at another Institution

Name of the Institution: _____

Location (City, state, country): _____

Semester and Year Course was Taken: _____

Professor's Name and Title: _____

Grade Received (please make sure to also include a copy of your transcript showing the letter grade): _____

Why you should be allowed to include this course in your certificate program:

Please include with this petition the following documents:

The course description

A copy of the syllabus

A copy of your transcript that includes the letter grade you received in the course

A brief bio of course instructor indicating writing and publishing experience

Please deliver this document with supporting materials in hard copy to Downey 112. Questions? Contact Professor Anne Greene, agreene@wesleyan.edu.

* Please Note: In considering whether to count a non-writing course towards the certificate, determining factors will be (1) the length and quality of the creative writing project produced in the class; and (2) whether the instructor brought his or her expertise as a writer to guiding the student and evaluating his work. In addition, in such cases, (3) the professor should contact the certificate coordinator before the beginning of the semester to verify that the course has an optional creative writing component; and (4) the petitioning student must have received creative writing instruction in at least one other writing course during a previous semester.