WILLAMETTE UNIVERSITY GENERAL EDUCATION PETITION FORM

**COVER SHEET**

Please read all instructions.

*For Students following the 2019-20 catalog and later*

Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID# \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Box # \_\_\_\_\_\_\_\_ Email \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Local Phone/Cell \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Advisor

Petition for:

    Distribution—Arts & Humanities

    Distribution—Mathematical Sciences

    Power, Diversity & Equity

    World Engagement—Foreign Language through the second semester (132 level)

    World Engagement—Continued Foreign Language study (231 level or higher)

    Distribution—Natural Sciences

    Distribution—Social Sciences

    World Engagement—Culture & Values

    World Engagement—Study Abroad

    World Engagement—Service Learning

INSTRUCTIONS AND ADVICE TO STUDENTS FILING PETITIONS

1. Before submitting this petition, compose a rough draft answering the questions on the **reverse** side, consult your academic advisor, and then prepare the petition. Petitions should be correct, concise and complete.
2. It is highly unlikely that a Willamette course without a Distribution or World Engagement designation will satisfy one of those requirements. If that is what you are requesting, you may want to contact the Associate Dean for Curriculum and Student Success (Smullin 108, 503-375-5429) for further information before submitting this petition. Be sure to include all relevant transfer course information. (Course descriptions are usually found in a school’s online catalog. If you need help, contact the Registrar’s Office.) For World Engagement courses, provide a full statement explaining why you feel your proposal meets the objectives of the requirement.
3. Fill out this coversheet and attach your petition, which answers the questions on the reverse side.
4. Attach the documents listed on the reverse side of this document.
5. Bring the completed petition to the Associate Dean for Curriculum and Student Success’s Office (SML 108).
6. After you have filed this petition with the Associate Dean for Curriculum and Student Success, and while it is being processed, you are to continue as if the petition had been denied.
7. You and your advisor will be contacted by the Registrar’s Office (initially by email) when a decision has been made on your petition.

Signatures: Student Advisor

Action: this petition has been     approved Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

     denied Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Answer the following questions on a separate sheet of paper and attach it to this cover sheet.

1. What course or program of study are you proposing in this petition in order to satisfy the requirement(s) (listed on the reverse side)? Please indicate if you already have taken this course.
2. Why are you proposing to satisfy the requirement(s) in this way? Please justify your petition, attending specifically to the information listed for Distribution and World Engagement courses in the General Education section of the catalog (<https://willamette.edu/cla/catalog/generaled/index.php>).

Submit the following information and / or materials.

• If you are proposing a course from another school (that you have taken or that you will take), please include a course description, a syllabus, learning outcomes if possible, and any other materials you think will help in the consideration of this petition.

• If your course from another school is already graded, include confirmation from the Registrar’s office that the grade you earned is eligible for transfer, C- or above.