WILLAMETTE UNIVERSITY GENERAL EDUCATION PETITION FORM

**COVER SHEET**

Please read all instructions.

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

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

Advisor

Petition for:

    Distribution—Arts & Humanities

    Distribution—Mathematical Sciences

    Power, Difference, and 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

    Writing-centered

    World Engagement—Culture & Values

    World Engagement—Study Abroad

    World Engagement—Community Engaged Lrng

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 the requested designation will satisfy the requirements. If that is what you are requesting, you may want to contact the Associate Dean for Curriculum (Smullin 108) for further information before submitting this petition. When preparing your 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 and/or Power, Difference, and Equity 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 (SML 108).
6. After you have filed this petition with the Associate Dean for Curriculum, 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 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 relevant course types 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.