

School of Humanities –Composition

Lower Division Writing Exemption Petition

This petition is required only for courses not taken at a California community college. If you are petitioning a UCI writing course with a course you took at a California community college, please speak to an academic counselor in your major's school; they will be able to assist you.

Instructions:

1. Fill out the first section of this form in its entirety.
2. Attach copies of the following:
 - Your most recent UCI Unofficial Transcript from Student Access
 - A copy of your transcripts, unofficial, from other colleges, with the pertinent writing courses highlighted
 - Syllabi of writing class(es) you took
 - A completed essay with works cited for each class you are petitioning
3. When your petition packet is complete, submit it to the Composition Office, HIB 420.

Name

Student ID

Transfer Student? Yes No

Major

UCI Email

Enter the transfer class information for the class(es) you wish to petition for. Courses must be at least three semester, or four quarter units.

Writing 39B

Writing 39C

Class Name

Class Name

Taken At

Taken At

Grade Received

Grade Received

Briefly describe why you feel the above class(es) are appropriate substitutes for UCI's lower division writing requirements

Please note that when the reviewers look at your previous work, they will be considering the *types* of assignments you completed as well as the content of the essays. Writing 39B papers should focus on analysis of readings and a demonstration of rhetorical principles. Writing 39C papers should emphasize research strategies, as well as argumentation, logic, and inquiry.

Your petition will be reviewed by a Composition Course Director; please allow several weeks for a response during busy periods. We will contact you via e-mail when a decision has been made regarding your petition, and we will send a copy to your major's academic counseling office.

Student Signature _____ Date _____

--- Below is for office use only ---

Notes from 39B Course Director

Notes from 39C Course Director

39B Course Director _____

39C Course Director _____

Petition Granted Petition Denied

Petition Granted Petition Denied

Notes from Dean's Office

Dean's Signature or Designate