

PRE-APPROVAL FORM

REQUEST FOR GE AND ELECTIVE TRANSFER CREDIT

Please Return Completed and Signed Form to the Student Records Office

| | | |
|--------------------|------|--|
| Student Name: | MS#: | Name of College/University Where Course Will be Taken: |
| Student ID Number: | | City and State of College/University: |
| E-mail Address: | | |
| Major: | | *Term and Year Course(s) Will be Taken: |
| Minor: | | |

***Approval of the course is NOT approval for concurrent enrollment. IF YOU ARE PLANNING TO TAKE ANY OF THE COURSES ON THIS FORM DURING FALL OR SPRING SEMESTER, WHILE YOU ARE ALSO ENROLLED AT WESTMONT, A SEPARATE PETITION MUST BE SUBMITTED TO AND APPROVED BY THE ACADEMIC SENATE REVIEW COMMITTEE BEFORE YOU MAY REGISTER FOR THE COURSE.**

***GENERAL EDUCATION CATEGORY CODES**

II. Common Inquiries

- II. A. Reading Imaginative Literature
- II. B. Exploring the Physical Sciences
- II. C. Exploring the Life Sciences
- II. D. Reasoning Abstractly
- II. E. Working Artistically
- II. F. Thinking Globally
- II. G. Thinking Historically
- II. H. Understanding Society

III. Common Skills

- III. A. 1. Writing for the Liberal Arts
- III. A. 2. Writing/speech **within** the major
- III. A. 3. Writing/speech **outside** the major
- III. B. Quantitative and Analytical Reasoning
- III. C. Modern / Foreign Languages
- III. D. Physical Education

See next page for additional information

PLEASE LIST COURSE(S) FOR WHICH TRANSFER CREDIT IS BEING REQUESTED

| Other Institution Course Number | | Other Institution Course Title | Sem. Units | Qtr. Units | TYPE OF CREDIT REQUESTED | | Approved for: GE Credit <u>Elective Only</u> Not <u>Accepted</u> | OFFICE USE ONLY |
|---------------------------------|------------|------------------------------------|------------|------------|---------------------------------------|--------------------------|---|---------------------------|
| | | | | | *GE CODE <small>from Above</small> | Elective (not GE) Credit | | |
| <i>HIST</i> | <i>064</i> | <i>History of Russia (example)</i> | <i>4</i> | | <i>II. G.</i> | | | |
| | | | | | | <input type="checkbox"/> | | |
| | | | | | | <input type="checkbox"/> | | |
| | | | | | | <input type="checkbox"/> | | |
| | | | | | | <input type="checkbox"/> | | |

YOU MUST ATTACH A COPY OF THE COURSE SYLLABUS OR DESCRIPTION

My signature below indicates I understand the following:

- To receive transfer credit the course(s) listed must be more advanced than course(s) previously taken.
- I may only transfer a total of 64 units from junior (2-year) colleges.
- Courses taken to meet GE requirements must be taken for a letter grade.
- The minimum grade required to receive transfer credit is a "C-".
- One quarter unit is equal to 2/3 of a semester unit. Minimum number of units to satisfy GE requirement: 3 semester or 4 quarter units.
- I may not repeat a course at another institution that I took at Westmont and received a grade of "D-" or better grade and have it transfer back to Westmont. Further, I may not replace a "D" or "F" grade that I received at Westmont by taking a similar course at another institution. A Westmont "D" or "F" grade may only be replaced by repeating the course at Westmont.
- **Approval of courses on this form is for the transferability of the specific course(s). Approval does not supersede other policies or regulations that may apply, e.g., concurrent enrollment, etc.**
- **For summer transfer courses, students must complete all course requirements prior to the first day of fall semester Westmont classes.**

_____ Student Signature

_____ Date

General Education at Westmont

I. Common Contexts. *Common Contexts* courses **must be taken at Westmont College** or may **only** be transferred from a Christian College Consortium school or a similarly approved institution.

- A. Biblical and Theological Canons
 - 1. Introduction to the Old Testament
 - 2. Introduction to the New Testament
 - 3. Introduction to Christian Doctrine
- B. Introduction to the Christian Liberal Arts
 - 1. Philosophical Reflections on Reality, Knowledge, and Value
 - 2. World Civilizations in Christian Perspective

II. Common Inquiries. *Common Inquiries* courses will, collectively, seek to introduce students to a range of methodological approaches that one might employ in the quest for knowledge.

III. Common Skills Each *Common Skills* course encourages students to develop their verbal, quantitative, or physical dexterity.

A. Three (3) Writing-Intensive or Speech-Intensive Courses. Students develop their communication skills at Westmont by taking at least three courses that emphasize writing fluently or speaking clearly and effectively: Writing for the Liberal Arts.

All first-year students should take a writing-intensive course during their first year at Westmont. Students are required to take ENG 002 Composition. Exceptions:

- Students who submit a test score of 580 on the writing section of the SAT Critical Reasoning Test or a test score of 29 on the ACT English subscore are not required to take ENG-002 Composition and may fulfill the Writing for the Liberal Arts requirement by taking a writing-intensive course offered by any department.

B. Quantitative and Analytical Reasoning. Since many phenomena in our world can best be understood through quantitative and analytic methods, students should develop the ability to interpret, evaluate and communicate quantitative ideas.

C. Modern/Foreign Languages. Westmont encourages students to continue developing their fluency in a language other than their native tongue by requiring students to complete one semester of college language beyond the level of the two-year entrance requirement to the college. Alternatively, having met the entrance requirement in one language, they may take one semester of college-level study in another language. A course in any modern spoken language (e.g. Spanish, French, or German) or ancient language (e.g. Latin, Greek or Hebrew) is accepted as fulfilling this requirement. (American Sign Language does not meet this requirement.) Students are exempt from this requirement if they pass a proctored examination demonstrating the equivalent of three semesters of college language study or present evidence of a primary language other than English to the Student Records Office.

D. Physical Education. The physical education program is designed to provide instruction and exposure to fitness, skill-based and leisure activities. All students are required to take Fitness for Life and three 1-unit physical activity courses. No more than one PEA course may be taken per semester. A wellness-based foundation is laid in Fitness for Life, with the additional three activity courses providing reinforcement for a lifetime of physical activity.

IV. Competent and Compassionate Action The expectation that students will put their education into action. May be fulfilled in a variety of ways, many of which may be part of the student's major. Students are encouraged to complete these requirements at Westmont. In some cases a transfer course may be approved to satisfy this requirement.