

WRITING-INTENSIVE SUBSTITUTION APPLICATION FORM



Major programs that have courses that are not in GE in which writing assignments and instruction are comparable to those in designated writing intensive courses may apply to CAB for such a course to substitute for one of the required writing intensive courses.

Date Submitted:

Department:

Proposed Writing-Intensive Substitution:

Course Number and title	Course Description (from catalog)

Please attach a **syllabus** and a detailed **rationale**. If details of the writing assignments are not directly included in the syllabus, they should be attached as well. The rationale must address the following:

1. Explain how the course includes a substantial writing component. These courses must have writing assignments in which students have the opportunity to improve their writing through an iterative process such as multiple drafts, sequential writing assignments, constructive feedback and discipline-appropriate pedagogy.
2. All WI substitution courses must adhere to the GE WI enrollment cap of 30 students per section. In the rationale, list the recent past enrollments in each course section, and either:
 - a. State that the enrollments will be kept to a cap of 30 (or below), or
 - b. Since “alternative classroom structures with larger enrollments ... may be approved after careful consideration by CAB”, if the enrollment cap is to be over 30 students, explain the alternative classroom structure that will allow for effective writing instruction to occur.

Be specific: refer to items in the syllabus and/or writing assignments as evidence to justify the claims in the rationale.

If approved, Writing-Intensive Substitutions will be valid for five years and then reconsidered at that time.

The proposed Writing Intensive Substitution has been reviewed by the Department Curriculum Committee:

_____ (print name) _____ Date _____
Chair, Dept. Curriculum Committee

_____ (print name) _____ Date _____
Department Chair

CAB USE only	_____ Approved _____ _____ Chair, GE CAB _____	_____ Date _____
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Submit completed application to Curriculum Services, SSC 460, Zip 128, or nsgray@csuchico.edu