**Department/Program/School of .......................**

Proposal for Designating as Writing Intensive

|  |  |
| --- | --- |
| Course Title |  |
| Prefix & Five Digit Course Number |  |
| Pre and/or Co Requisites (specify which are pre-, co-, or both) |  |
| Contact Hours  (per week) |  |
| Credits |  |

**Guidelines for Assigning "W" Designation for Writing Intensive Courses:**

1. ENGL 12000 must be a pre- or co-requisite.

2. The course must be offered at least every two years.

3. The syllabus must state that over 50% of the course grade is based on written work. The 50% can be achieved in a number of ways, but cannot be limited to in-class essay exams. Writing due dates must allow faculty feedback prior to the final exam date.

4. Experimental courses and 400-level courses cannot be proposed for a “W” designation.

**Sample Syllabus:**