Date of Application (Quarter/Year): ____________________

Name: ___________________________________________ Student ID #: _______________________

Current Address: ____________________________ Current Phone #: __________________________

E-mail: ________________________________________

Do you already have a Bachelor's degree? Yes No

Are you pursuing a minor? Yes No If yes, which minor? __________________________

If you are a double-major, what is your other major? __________________________

Major:

Communication Studies ___________________ (COST)

Public Relations _________________________ (PURE)

I understand that I am required to meet with my advisor during each of the first two quarters after acceptance into this major program.

Student Signature __________________________________________

For office use only: GPA: COM GPA: 189: 201: 202: WP:

Do not write in area. FOR OFFICE USE ONLY

Date Entered __________________________ Staff Signature __________________________ Letter ______

Sent __________________________

Advisor Name: __________________________________________

Advisor Signature: ________________________________________
Admission to the Communication Department majors in Public Relations, and Communication Studies is selective. To preserve effective teacher to student ratios, to ensure students are able to register for needed courses, and to ensure access to necessary equipment, the department limits the total number of majors it can carry at any given time. The number of available spaces in each major varies each quarter.

Minimum Requirements to be Accepted:

- Cumulative CWU GPA of 2.7 or better.
- Must have completed the three courses listed below. These courses must be passed with no grade lower than a C- and an overall average of at least 3.0 (B):
  - COM 189—Communication Orientation (1 credit)
  - COM 201—Media and Culture (4 credits)
  - COM 202—Communication Ethics and the First Amendment (4 credits)

Application Procedure:
Applications to the department will be accepted at any time. Applications will be considered for admission within the week they are submitted. You will be notified of your admittance or denial via your CWU email. After meeting the eligibility requirements for application to the department, there are four steps in the process:

1. Submit Application Packet. All applications must include the following:
   - Standard departmental application form (attached).
   - 500-word letter of application to your potential Communication Department advisor outlining your reasons for choosing the major, background qualifications for the major, and intended goals upon completion. You will be assigned a major advisor by the department secretary.

2. Testing: Each student must take the WritePlacer test, administered by the University Testing Office. An appointment is required (call the Testing Office at 963-1847). Students must pay a $15 fee at the Cashier’s Office and bring their receipts to the testing office at their appointed time. Students must obtain a minimum score of six (6) on the test to be considered for admission to the department. For more information on the WritePlacer test, please see the attached handout.

3. Decisions and notification: All accepted applicants will receive an email with their communication department advisor’s name and information. Students who do not qualify may re-apply the following quarter. All re-applicants will be considered on the same basis as new applicants. All notifications will be sent via CWU email.

After Acceptance:

- Students will be assigned an advisor by the department. Plan to meet with your advisor as soon as you can to work through your program of study.
- Students must earn a minimum grade of C- in each course fulfilling major or minor requirements.
- The Communication Department reserves the right to modify these requirements as the needs of the department change. Newly adopted changes will supersede policies previously published in the catalog.
- Students wishing to change majors within the department after admittance must re-apply to the new major.

Revised January 16, 2014
The WritePlacer

The essay gives you an opportunity to show how effectively you can develop and express your ideas in writing. You will first read a short passage and an assignment question that are focused on an important issue. You will then write an essay in which you develop your own point of view on the issue. You should support your position with appropriate reasoning and examples. The position you take will not influence your score.

Your essay will be given a holistic score that represents how clearly and effectively you expressed your position.

- **Purpose and Focus:** The extent to which you present information in a unified and coherent manner, clearly addressing the issue.
- **Organization and Structure:** The extent to which you order and connect ideas.
- **Develop and Support:** The extent to which you develop and support ideas.
- **Sentence Variety and Style:** The extent to which you craft sentences and paragraphs demonstrating control of vocabulary, voice and structure.
- **Mechanical Conventions:** The extent to which you express ideas using Standard Written English.
- **Critical Thinking:** The extent to which you communicate a point of view and demonstrate reasoned relationships among ideas.

There is a **one hour time limit** to write and edit what you have written.

**WHEN AND WHERE**

The WritePlacer test is offered every Monday through Friday in Testing Services from 8 AM to 3 PM, by appointment. The test costs $15 and needs to be paid in advance at CASHIERS in Barge Hall 104. Bring your receipt from the cashier to the testing office your name will be placed on the roster for the day and time available. The Testing Services is located in Bouillon room 125. The telephone number is 963-1847 or 1860.

You can take the exam as many times as you need in any given quarter to obtain the desired score; however, any WritePlacer score received after the application cut off (the deadline will be posted at the Communication office) will not be looked at and will need to be resubmitted with a new application the next quarter. Each test will require you to pay the $15 fee.

**HOW THE TEST IS SCORED**

Your writing sample will be scored on a scale of 0 to 8. A score of ‘6’ or higher will qualify you for a screening for admittance to the Communication Department.