

Petition for Exception to the General Education Requirements

Academic Affairs – Curriculum and Programs

CWU Policy 501-17

Effective: June 15, 2022

Policy Review Date: YEAR

Policy Executive: Provost and Executive Vice President of Academic Affairs

Responsible Office/Unit: Faculty Senate

Policy Statement:

Applicability:

Content:

Policy

- (1) In accordance with CWU 504-21, a student who has completed a direct transfer agreement (DTA) or already has a bachelor's degree (from a regionally accredited institution) has fulfilled their general education requirements.
- (2) All students other than those described in (1) must complete the general education requirements for the catalog year in which the student was admitted to Central Washington University, in accordance with CWU 501-20(12).
- (3) For a transfer student without a DTA, the office of the registrar will evaluate the fit of transfer (non-CWU) courses with the requirements of the CWU general education program. A student may appeal the office of the registrar's decision regarding transfer courses to the GEC, who will consult with relevant academic departments before making a decision as to the appeal.
- (4) A student readmitted to the university and with three or fewer general education courses remaining in their original general education program may petition to complete the general education requirements under the catalog for the year when they were first admitted to CWU, even if the catalog has expired.

- (5) Prior to applying for graduation, a current CWU student may (based on extenuating circumstances and with documented support of an academic advisor) petition the office of the registrar regarding exceptions to a general education requirement.
- A. The office of the registrar and GEC maintain a record of previously approved general education course exceptions for consistency in decision-making.
 - B. For students using a catalog for years prior to academic year 2019-2020, CWU courses that are not already approved writing (W) courses may not be petitioned to meet the general education writing requirement.
 - C. A student may appeal office of the registrar decisions to the GEC, with the support of an academic advisor and strong, documented justification.
- (6) It is the purview of the GEC to grant substitutions and other exceptions to the general education requirements in cases of appeal of office of the registrar decisions. Requests must be submitted with supporting documentation, and exceptions will only be considered when the GEC determines the student will still have the opportunity to meet general education program and component outcomes.
- A. On rare occasions, the faculty senate executive committee may render decisions on general education appeals when the GEC is not available for regularly scheduled meetings, such as during the summer term.

History:

Responsibility: Faculty Senate; Authority: Cabinet/UPAC; Reviewed/Endorsed by: Provost's Council: 05/24/22; Cabinet/UPAC; Review/Effective Date: 07/2009; 2/20/2019; 06/15/2022; Approved by: A. James Wohlpart, President
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