

**EBERLY COLLEGE OF ARTS AND SCIENCES
COURSE SUBSTITUTION PETITION FOR GEF AND COLLEGE REQUIREMENTS**

This petition form may be used to request the application of open credit transfer courses (designated as "000") or substitute WVU courses to GEF, BS, or Foreign Language requirements. The form may be used only by students graduating from the Eberly College of Arts and Sciences. Approval of this petition is not binding upon any other College or School of West Virginia University.

All sections below MUST BE COMPLETED for your request to be considered.

Name: _____ Student Number: _____

Mix e-mail address: _____ Major: _____

Adviser's name: _____

Course number and title
(as listed at the school where the course was taken): _____ Where and when the course was taken*: _____

*You **MUST** attach a catalog description of the course (usually available on the college's website) and a syllabus is also preferred.

Requested application of the above course: **NOTE:** Equivalency of transfer courses to ENGL 101 and 102 is determined by the Department of English (Colson Hall).

For use as a GEF:

- | | |
|---------------------------------------------------------------------------------|---------------------------------------|
| _____ GEF 1: Composition and Rhetoric
(must submit a syllabus and portfolio) | _____ GEF 5: Human Inquiry & the Past |
| _____ GEF 2A/B: Science and Technology | _____ GEF 6: The Arts & Creativity |
| _____ Group A (science without lab) | _____ GEF 7: Global Studies & Inquiry |
| _____ Group B (lab science/must be 4 credits) | _____ GEF 8: Focus |
| _____ GEF 3: Mathematics & Quantitative Skills | |
| _____ GEF 4: Society & Connections | |

Use for BS Requirement:

Use for Foreign Language Requirement:**

**If foreign language does not directly transfer from another institution

If you are requesting that a specific course to count toward your major or minor, please see the advising unit in that department

Send or bring this form to: Valerie Lastinger, Associate Dean for Undergraduate Studies, Eberly College of Arts and Sciences, Colson Hall Annex, Kgustely@mail.wvu.edu

You and your adviser will be notified by e-mail of the outcome of this request. Approved requests will be entered into DegreeWorks. If you are a pre-major, the approval may not be entered in to DegreeWorks until you become a major.