



Petition for DUAL CORE REQUIREMENT CREDIT

Name \_\_\_\_\_ Student ID: \_\_\_\_\_ Date \_\_\_\_\_

Degree Program \_\_\_\_\_ Year in Program \_\_\_\_\_

I hereby request Core Course # \_\_\_\_\_ Title \_\_\_\_\_

Shall meet the following two requirements: (One Course Credit given for two requirements)

1. Title \_\_\_\_\_

2. Title \_\_\_\_\_

What are the means of assessing how this course meets the two requirements?

Date submitted: \_\_\_\_\_ Signature of student: \_\_\_\_\_

APPROVAL SIGNATURES:

Signature of Instructor 1 Date: \_\_\_\_\_ Signature Division Chair Date: \_\_\_\_\_

Signature of Instructor 2 Date: \_\_\_\_\_ Signature Division Chair Date: \_\_\_\_\_

Advisor Date: \_\_\_\_\_

Degree Program Director Date: \_\_\_\_\_

Registrar Date: \_\_\_\_\_

Copies to \_\_\_\_\_ By \_\_\_\_\_ on (Date) \_\_\_\_\_

## Guidelines for fulfilling Dual Core Course requirements:

1. The student shall submit a petition, prior to the beginning of the course, requesting that the same course be used to fulfill two requirements. The petition shall include:
  - a. Identification of the two course requirements that the student hopes to fulfill;
  - b. A clear proposal by the student, in consultation with faculty who relate to each of the core areas identified, recommending substantive additional work (paper/s, project/s, etc.) that s/he will produce to fulfill the expectations of both requirements;
  - c. A proposal regarding the assessment of the additional work for each requirement.
  - d. The approval of:
    - The students advisor
    - The chairs of the relevant division/s
    - The Program Director
    - The Registrar
2. The student's work will show an adequate understanding and fulfillment of the intent and expectations of both course requirements as defined in the course catalog.
3. For capstone courses intended to be taken during the last year of studies (e.g., Senior Interdisciplinary Seminar and Constructive Theology), linking these course requirements with another curricular requirement should take place during the final year of studies.
4. One Course Credit will be given for fulfillment of two requirements as follows:
  - 1<sup>st</sup> course (example: "I"/B/M-400—to fulfill Sr. Interdisc. Req.) will be registered and receive 1 unit of credit.
  - 2<sup>nd</sup> course (example: "B"/M/I-400—to fulfill Adv. Exeg. Req.) will be added to transcript/degree audit as an "AVS"=Advanced Standing course *without credit*. A final entry of "AVS"=Advanced Standing will be entered in place of a grade for the second course fulfillment *without credit*. **NOTE:** the student will be required to substitute an elective in place of the second course and pay tuition for that course in order to reach the total 27 courses needed to fulfill degree requirements for graduation.

Revised: 1/2/12