THE WRITING PROGRAM
MUHLENBERG COLLEGE

NAME	DATE
MAJOR(S)	CLASS YEAR
COURSE NAME	
TRANSFER INSTITUTION	
NUMBER OF STUDENTS IN CLASS	

Application for a Writing Intensive (W) Designation for Transfer Courses

In order for a course to be accepted as writing-intensive "W" course at Muhlenberg, it must meet the criteria for a "W" course taught at Muhlenberg. A student who wants to apply for a "W" designation for a course taken at another institution must submit the following to WPC@muhlenberg.edu:

☐ A minimum of three pieces of analytical writing, totaling at least 15 pages
- A single term paper handed in at the end of the semester does not meet the W requirement.

☐ An example of revised work
- There are various kinds of revisions: a longer paper that grows out of shorter papers; multiple writing tasks that come at the same problem in different ways; the expansion of a previous draft to include more material; rewriting in response to faculty comments, faculty-student conferences, and/or peer review.

☐ The course syllabus

☐ This form
- Submit this completed form and any electronic copies of relevant work to WPC@muhlenberg.edu.
- If electronic copies are not available, hard copies of student work and syllabi can be submitted to the Writing Center (Trexler Library, A level).

In addition, the proposed transfer course must have an enrollment cap of 15 students in First-Year Seminars and 20 students in other W courses. These smaller student to faculty ratios allow for a more intense writing experience and provide sufficient opportunity for feedback and revision to take place.

PLEASE NOTE: Creative writing courses do not normally receive a W designation. "English Composition" courses at other institutions do not necessarily meet the criteria for a W course at Muhlenberg.

Please address the following questions about the course you would like to receive the "W" designation:

1. How does the proposed transfer W course meet the requirement of three pieces of analytical writing totaling at least 15 pages?

2. Which assignments were revised? How did the revision take place?

☐Approved ☐Provisionally approved ☐Not approved