



## Appeal to Writing Intensive Credit Policy: Two Courses in a Single Semester

Student: Submit this form to your assigned primary academic advisor to request approval to receive Writing Intensive credit for two classes in the same semester. Appeal requests will only be considered for students in their final term who are in good academic standing with a minimum GPA of 2.0. Approval of this request is at the discretion of the Academic Dean's Office.

Student Name: \_\_\_\_\_ LUC Student ID#: \_\_\_\_\_  
Student Email: \_\_\_\_\_@luc.edu Major(s) & Minor(s): \_\_\_\_\_  
Completed Credit Hours: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_  
Requested Term:    Fall            Spring            Summer / 20

### Writing Intensive Policy:

University graduation requirements state that students must complete designated writing intensive coursework as part of their degree requirements. Students in the Quinlan School of Business are required to complete two writing intensive sections in different academic semesters, with at least one course taken within the Quinlan School of Business.

Please explain the circumstances that have led to your appeal, including any obstacles to taking Writing Intensive courses in previous semesters.

I affirm that the information provided is accurate and complete to the best of my knowledge.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Dean's Name/Signature: \_\_\_\_\_

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

FERPA Notice: The information contained in this form is a part of the student's education record and is not to be shared with anyone who does not have a legitimate educational interest in the student's record.