

A Guide to Your Program Evaluation 2003-2004

06/27/03

Chapman University
Academic Evaluation

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Student.....: Test Student (#####)
Program.....: BFA in Creative Writing (BFA.CRWR)
Catalog.....: 2003
Ant Completion Date: 08/07
Email Address.....: Teststudent@chapman.edu

Program Status: In Progress
Academic Standing: IN GOOD STANDING

		Required	Current..... Earned	Remaining	Anticipated (*)..... Additional Remaining
Chapman	Credits:	32.00		32.00	32.00
Chapman	GPA.....:	2.000		Not Met	
MINIMUM TOTAL	Credits:	124.00	22.00	102.00	102.00

(*) Anticipates completion of in-progress and registered courses

Statuses: W=waived, C=Complete, I=In progress, N=Not started
P=Pending completion of unfinished activity

N) 1: Upper Division Credit

- > Complete 36 upper division (300 or 400-level) units.
- > Note that many majors do not require 36 upper division credits. In such cases, upper division credit must be taken in GE or as elective credit.

Credits: 0

N) 18 OF THE 36 CREDITS MUST BE TAKEN AT CHAPMAN _____ 18 credits needed

N) THE ADDITIONAL 18 UPPER DIV CREDITS MAY BE TAKEN AT
> CHAPMAN OR ANOTHER 4-YEAR COLLEGE OR UNIVERSITY
_____ 18 credits needed

I) 2: GE: Preparatory Skills & Basic Subjects

Credits: 0

Complete all 4 sub-requirements:

C) A: Preparatory Skills

- > Must be complete by the beginning of 3rd semester or probation results.
- > NOTE: Do not apply to 124 credit graduation min.

Credits: 0

C) READING

WAIVER-ED099..... NONC --- 0 *NE

C) WRITING

ENG-099..... NONC --- 0 *NE

C) BASIC ALGEBRA

> MATH-098

WAIVER-MATH099... NONC --- 0 *NE

C) INTERMEDIATE ALGEBRA

WAIVER-MATH099.... NONC --- 0 *NE

N) B: Freshman Foundations

FFC-100 _____ 1 course needed

I) C: Written Comm.

>

Credits: 0

C) FRESHMAN RHETORIC

ENG-103..... NONC --- 0 *NE

N) WRITING ABOUT LITERATURE

ENG-104 _____ 1 course needed

N) D: Physical Activity

- > Choose from ATPE 101-159, TD 132-139.

_____ 1 course needed

_____ 1 course needed

VERIFY YOUR ACADEMIC INFO VIA WEB ADVISOR

This section of your evaluation provides general information regarding you and your current academic program. In this case, it is indicated that this is the academic evaluation of Program Evaluation Test Student whose major is the 2003 catalog year version of Creative Writing.

Remember to forward your CU e-mail to your personal e-mail account.

This section also provides your credit totals. The first two rows refer to Chapman requirements (what must be completed at Chapman). The last row indicates overall requirements.

The first column, the amount of credit that must be completed and the GPA that must be earned. Program Evaluation *only calculates CU GPA*
The second column, the amount of credit currently complete
The third column, what is currently remaining
The fourth column, credit that is in progress
The fifth column indicates the minimum amount of credit that will be needed if all credit that is in progress is successfully completed.

Also note the key to requirement and sub-requirement statuses at left. These provide a "shorthand" to your progress in each requirement and sub-requirement (W, C, I, N, P).

36 credits of upper division (300 or 400 level) coursework are required. This section will give you a count of the number of upper division credits completed, in progress, pre-registered, and remaining. Per your catalog 18 credits must be completed at CU, 12 of which must be in your major. The remaining 18 credits of upper division coursework may be taken at either CU or from another 4-year college or university.

The **Preparatory Skills & Basic Subjects** section of your program evaluation will indicate your progress toward the completion of your basic subject requirements.

Preparatory courses (98/99 level) do not count toward the 124 cr needed to graduate. These credits are deducted from your program evaluation automatically.

FFC 100, Written Communication, and the **Physical Activities** are all considered *Basic Subjects*.
(Educ 99 and Eng 99 are both pre-requisites for FFC-100)

It is highly recommended that you complete your basic subject coursework as early as possible as these courses are prerequisite to many junior and senior level courses and the skills you will gain are important building blocks in your further studies.

Note: Completed courses may have a *NE notation. This means the requirement was met by a "Non-Course Equivalency", i.e. NONC. A NONC can be anything from ACT/SAT (which is not awarded credit) to specific AP/IB (which some are awarded credit).

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N) 3: GE: Breadth Requirements - Fine Arts & Humanities
 Credits: 0
 Complete all 3 sub-requirements:
 N) A: Fine/Performing Arts
 > One GE-approved Fine Arts course (GE code FA), except ENG
 >
 _____ 1 course needed

N) B: Humanities - Part 1
 > Two GE-approved Humanities courses (6 cr.)
 > from two distinct disciplines.
 >
 > ***** Complete 2 of the 4 below *****
 Credits: 0
 N) COMMUNICATION STUDIES/GEN HUMANITIES (GE CODE CO)
 _____ 1 course
 N) LITERATURE (GE CODE LI)
 _____ 1 course
 N) PHILOSOPHY (GE CODE PH)
 _____ 1 course
 N) RELIGIOUS STUDIES (GE CODE RL)
 _____ 1 course

N) C: Humanities - Part 2
 > A third GE-approved Humanities course (3 cr.)
 > (GE Codes CO, LI, PH, or RL)
 _____ 1 course needed

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I) 4: GE: Breadth Requirements - History & Social Sci.
 Credits: 3
 Complete both sub-requirements:
 C) A: History
 > One GE-approved History course (GE Code HI)
 HIST-103..... 06/24/03 --- 3 *NE

N) B: Social Sciences
 > Two GE-approved Social Science courses
 > (6 cr.) from two distinct disciplines.
 >
 > ***** Complete 2 of the 5 below *****
 Credits: 0
 N) ECONOMICS (GE CODE EC)
 _____ 1 course
 N) PEACE STUDIES (GE CODE PC)
 _____ 1 course
 N) POLITICAL SCIENCE (GE CODE PS)
 _____ 1 course
 N) PSYCHOLOGY (GE CODE PY)
 _____ 1 course
 N) SOCIOLOGY (GE CODE SO)
 _____ 1 course

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N) 5: GE: Breadth Requirements - Natural Science
 Credits: 0
 Complete both sub-requirements:
 N) A: Foundations of Sci
 SCI-100 _____ 1 course needed
 N) B: Science Elective
 > One GE-approved science elective w/ lab (GE Code NS)
 _____ 1 course needed

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Transfer students who have not yet matriculated to Chapman University may use non-GE coded coursework for our required General Education Breadth Requirements. Once the student has matriculated to Chapman, all rules and guidelines are dictated by the university catalog.

Chapman's **Fine/Performing Arts** section calls for the completion of 3 cr. in either *ART, FTV, MUS, TD, LIT, or COM* - GE Code FA. You may not use the discipline of your major to double count in this area.

The **Humanities** requirement calls for the completion of 9 credits in a minimum of 2 areas. It is possible to complete the requirement with only three courses, but, depending on the courses taken, it may require more because of the "area" restriction.

Please note the print text of the Humanities "Area" sub-requirement, "Complete 2 of the 4 below:"

You may not use the discipline of your major to double count in this area i.e. if you are a REL major you may not use REL in this area, but if a PHIL course is in your REL major, you may double count the PHIL course from your major in your GE Breadth Humanities **and** in your major, *so long as the GE courses are Code approved.* GE Codes; HU, CO, LI, PH, RL.

The **History** requirement calls for 1 HIST course that is 3 credits with the GE Code of HI

This course may be transferred in if it is GE approved and previously articulated. A course "about history" or the FFC 100 course does **NOT** satisfy this requirement.

The **Social Science** requirement consists of 6 credits in a minimum of 2 different areas.

You may not use the discipline of your major to double count in this area. i.e. if you are a POSC major you may not use POSC in this area, but if a SOC course is in your POSC major, you may double count the SOC course from your major in your GE Breadth Social Science **and** in your major, *so long as the GE courses are Code approved.*

The **Natural Science** requirement is two courses, which must total at least 7 credits. Double counting within the science majors is acceptable. GE Codes; NS, SL, SP.

* SCI 100 is mandatory
 and
 * One Life or Physical Science (either one w/a lab) must be completed.

A transfer student before matriculation may use one life and one physical science (one w/ a lab) and both w/ a C- or > grade to satisfy this area. In which case the Nat. Sci. block will be waived.

If the transfer student before matriculation has taken either a life or physical science w/ or w/out a lab, please see the very end of your evaluation for your remaining science requirement.

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I) 6: GE: Chapman Common Requirements
 Credits: 3
 Complete all 5 sub-requirements:
 C) A: Quantitative Reason
 > Calculus (MATH 110) or Statistics (MATH 203)
 Note: Math 104 is a pre-requisite for Math 110 & 203
 MATH-203..... TRANS A 3 *TE

N) B: Foreign Language
 > "102-level" or higher. Must complete/waive 101-level
 > course (of the same language) prior to taking 102.
 _____ 1 course needed

N) C: World Cultures
 > Three World Cultures courses (GE Code WC).
 > --May double-count with any requirement
 > EXCEPT Human Diversity
 Credits: 0
 N) 3 COURSES - AT LEAST 2 DISCIPLINES
 _____ 1 course needed
 _____ 1 course needed
 _____ 1 course needed

N) >
 > AT LEAST 1 COURSE ABOVE MUST BE UPPER DIVISION
 > (300/400 LVL). THE FIRST UPPER DIVISION COURSE
 > TAKEN WILL BE APPLIED BOTH HERE AND ABOVE.
 _____ 1 course needed

N) D: Human Diversity
 > One Human Diversity course (GE Code HD).
 > --May double-count with any requirement
 > EXCEPT World Cultures
 _____ 1 course needed

N) E: JWP Examination
 > Must be taken after the completion of 60 credits.
 > A non-passing score may require additional coursework.
 EDUC-JWP _____ 1 course needed

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N) 7: Bachelor of Fine Arts in Creative Writing
 Credits: 0
 GPA Achieved/Needed: 0 / 2
 Complete all 7 sub-requirements:
 N) A: Core Requirements
 > >
 Credits: 0
 N) CREATIVE WRITING
 ENG-204 _____ 1 course needed
 N) WORLD LITERATURE I
 ENG-240 _____ 1 course needed
 N) WORLD LITERATURE II
 ENG-242 _____ 1 course needed
 N) WORLD LITERATURE III
 ENG-244 _____ 1 course needed
 N) WRITING FOR PUBLICATION
 ENG-408 _____ 1 course needed
 N) LITERARY CRITICISM OF THE 20TH CENTURY
 ENG-456 _____ 1 course needed

Quantitative Reasoning:
 Complete one semester of calculus (Math 110) or statistics (Math 203). Students who have completed the appropriate math course in transfer will meet the requirement so long as it has been articulated. In this example you will note the *TE – this math course is a “Transfer equivalency” and has been articulated to meet our Math 203. Note: Math 104 is a pre-requisite for Math 110 & 203.

Foreign Language:
 The foreign language requirement can be met by a 102 level course or >. If and when a 101 level course is taken, it will appear in the “Other Courses.” Depending on a student’s language competency level, students may be held for the entire req., for the second semester, or waived from the requirement entirely – refer to your CU catalog.

Students w/ a language major satisfy this requirement. Students having completed 2 years of high school foreign language may enroll directly in 102; those completed 3 years may test out of this requirement.

World Cultures:
 World Cultures – GE Code WC (non-European) calls for 9 cr. (three courses) in a min. of 2 different disciplines. At least one of the courses must be taken as upper division (300/400 level). The UD level course will be reflected two times, but will only count for credit once.

Human Diversity:
 Human Diversity – GE Code HD calls for one 3 cr. course.

Both, Human Diversity and World Cultures courses may be transferred in through a petition process. HD and WC may double count with courses in the major, general education, or electives so long as it is GE Code approved. They may not double count with each other.

JWP Examination:
 The JWP must be taken after the completion of 60 credits.

The JWP Exam is a “Noncourse” so the requirement is listed on your audit as “1 course needed.” Keep in mind that this is referring to a test. A score of *failure* **will** require you to take a **course** and the **exam** again. A score of *deficient* gives you the option to re- take the exam or take an approved course and exam

Major Requirements:
 All coursework required for your major is listed indicating what has been met at Chapman or in transfer and what still remains to be completed.

Major GPA:
 Program Evaluation calculates only the Chapman courses.

Most majors require a letter grade of C- or greater. Please review your catalog for specific policy requirements pertaining to your major.

- N) B: Elective 1
 > Take Eng 250, Eng-252 or Eng-254
 _____ 1 course needed
- N) C: Elective 2
 > Take Eng-430 or Eng-432
 _____ 1 course needed
- N) D: Elective 3
 > take 6 cr from Eng-320, Eng-322, Eng-324, Eng-326
 > or Eng-327
 _____ 6 credits needed
- N) E: Elective 4
 > Take 6cr from Eng-330, Eng-331, Eng-333, Eng-334
 > or Eng-335
 _____ 6 credits needed
- N) F: Elective 5
 > Take four courses from Eng-304 Adv. Creat Writ Poetry
 > Eng-304 Adv Creat Writ Fiction, Eng-404 Techniques of
 > Writing (Drama, Fiction, Poetry, or Screenwriting)
 > Eng-406 Advanced Workshop in Writing
 _____ 12 credits needed
- N) G: Elective 6
 > Take two electives from 300-400 level English courses
 _____ 6 credits needed

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OTHER COURSES:	Registered Credits	Earned Credits
HIST-101..... 06/24/03	3.00	3.00 *NE
ECON-200..... 06/24/03	3.00	3.00 *NE
PS-1TR..... TRANS A	3.00	3.00 *TE
ART-1TR..... TRANS A	3.00	3.00 *TE
ENG-103.....TRANS A	4.00	4.00 *TE
WAIVER-ENG099..... NONC	0.00	0.00 *NE
WAIVER-ENG103..... NONC	0.00	0.00 *NE

(Credits in parentheses are anticipated earned)

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Note: Courses with grades of TD+, TD, TD-, or TF do not meet the transfer minimum grade policy of Chapman University.

NOTES

- *NE Non-course Equivalency
 *TE Transfer Equivalency

If your program evaluation does not reflect substitutions, waivers, or transfer articulations that have been agreed upon by your department, ask your **Department Chair** to either:

- fill out a Revision of Program Requirements Form and send it to your evaluator
- e-mail your evaluator directly with the detailed approvals.

Only then can your evaluator make the necessary adjustments to your program evaluation.

NOTE: Only your department's chair, not your advisor, may grant approval for substitutions, waivers, or the use of transfer work for major requirements.

The "**Other Courses**" section of your degree evaluation should be reviewed carefully. This section indicates all general elective credit, or coursework taken that has not met a specific requirement, but is helping you reach the 124 credit minimum requirement needed for graduation.

If coursework is listed in this section that you believe should meet a degree requirement other than general electives, we suggest you e-mail your evaluator through your CU e-mail account, call to make an appt., or you may need to meet with your advisor and/or Dept. Chair.

Note also the legends for *TE. This course, TRANS is a course you took at your transfer institution and has articulated to one of our courses and is counting toward a requirement.

Some of the *NE courses are either SAT/ACTAP/IB/CLEP/DANTES/WAIVER courses in which a high enough score may award credit for specific courses at Chapman or a high enough score may solely waive a requirement at Chapman and not awarding credit.

Note:

Courses with grades of TD+, TD, TD-, or TF do not meet the transfer minimum grade policy of Chapman University.