

HISTORY OF ART & VISUAL CULTURE REQUIREMENTS

D201 PORTER COLLEGE
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PETITION FOR TRANSFER CREDIT, SUBSTITUTION, OR WAIVER

Please attach a copy of the course syllabus

This substitution form and accordant materials must be submitted to the History of Art & Visual Culture Department for review. If you cannot provide a syllabus from the course you have taken, specific and detailed information describing the class should be provided. A maximum of 5 courses (three lower-division and two upper-division) taken at another institution may be used toward satisfaction of the HAVC major requirements and only with the approval of the department chair. For the minor, a student may transfer a maximum of 3 lower-division courses.

Student Name: _____ SID#: _____ Email: _____

Substitution request: LD HAVC _____; UD HAVC _____ Region: _____

College or university where course was taken: _____

Discipline and #: _____ Course Title: _____

Quarter/Semester & Year taken: _____ Grade received: _____

Name of instructor: _____

Comments:

PART I, DEPARTMENT VERIFICATION

Transfer transcript verified: Passing Grade received: YES NO

Other substitutions on file: YES NO If yes, how many: _____

Verified by: _____

PART II, FACULTY APPROVAL

I have reviewed this request and find it appropriate: _____

(HAVC faculty signature)

This petition has been: APPROVED _____ (Region) _____ DENIED _____

Date: _____ Dept. Chair signature: _____

If you cannot provide a syllabus from the course you have taken, please provide the following information as an attachment to this petition.

1. Material covered in course

- a. What historical eras and cultures were covered?
- b. What art or artists were addressed in the class?

2. Readings for course

- a. What textbooks was used? Were the readings from the text assigned or supplementary?

3. How often did the class meet during the week?

- a. In addition to the weekly class meetings, were discussion sections required?

4. Assignments

- a. How many written papers were required during the quarter/semester?
 - i. What length were the required papers?
 - ii. Were revisions required?
- b. How was the final constructed?
 - i. Was it a final exam or a final paper?

5. Other: