HISTORY OF ART & VISUAL CULTURE REQUIREMENTS
D201 PORTER COLLEGE
http://havc.ucsc.edu

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: ☐ Passings 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: