<div align="center">**Proposal for Adding or Changing Writing-Intensive (WI) Courses**</div>

Please fill out, save, and email THIS FORM with a SAMPLE SYLLABUS to the attention of the Writing Across the Curriculum (WAC) Director, wac@gmu.edu.

Prior to graduation, all students are required to complete at least one WI course in the major at the 300-level or above. **Guidelines for WI courses** include:

1) WI sections are limited to 35 students;
2) Faculty will devote significant time to instruction on writing in the course and on how to complete assignments successfully.
3) Students are required to revise at least one substantive assignment in the course based on instructor feedback.
4) Students will receive instructor feedback on their writing.
5) All of the writing assignments in the course should count substantially toward the students' final grade in the course. To this end, students should be asked to write a minimum of 3500 words, divided among two or more assignments.
6) In the case of collaborative assignments, each student must demonstrate that he/she has written individually at least 3000 words of the collaborative report.

The WI designation and writing requirements should be clearly noted on the syllabus. *WI courses must also be clearly designated in the catalog description for the major.* See a full explanation of the WI requirement on the WAC website: **http://wac.gmu.edu/program/wi_requirement/**

Note: Sufficient sections of the proposed course must be offered to ensure that all students have the opportunity to complete the requirement(s).

Department:

Degree Program (specify BA or BS):

Contact Person and Title:

Phone: **Email:**

Proposed Course Number and Title:

Is this course required of all students in this degree program? (highlight box)	Yes	No

   If not, please explain:

Does the WI requirement for the major consist of only this one course? (highlight box)	Yes	No

   If not, what other course(s) must be taken to fulfill the requirement?

If students may **choose** from two or more WI courses to fulfill the requirement, please list those courses and explain how students will be advised of the appropriate WI course for their concentration within the degree program.

Please provide a brief description of writing assignments, practices, etc. by which this course will meet WI criteria:

List the names of faculty likely to teach this course in the coming year: