**Form requesting transfer credit toward the writing requirement**

In most cases, students at Oberlin should plan to finish the writing requirement at Oberlin. In some cases, **transfer students** may be able to request permission for a course taken at another institution to count toward the writing requirement. The syllabus for this course must be included with your application.

Name:

Year in school:

When did you transfer?

Date:

Name and number of course you want credit for:

Institution where you took it:

Was this a full academic course?

How many Oberlin credits were you granted for this course?

Did this course pay explicit attention to the writing process, including the elements of organization, composition, revision, and editing prose, each as is appropriate for the course or discipline?

Did you receive feedback on your writing? If so, did you have the opportunity to incorporate this feedback into your writing through revision?

Did this course include multiple writing assignments totally over 15 pages? A single long paper at the end of the semester would not meet this criterion *unless* the paper was developed in stages and revisions over the course of the semester.

Was the course relatively small, under 25 persons, say?

Is there anything else you’d like the Director of Writing to know about your situation?

Please send this form **along with the syllabus** for this course to lmcmilli@oberlin.edu