



Petition for Distribution Exception

Name _____ Signature _____
(PLEASE PRINT)

UM ID _____ Uniqname _____

Phone Number _____ Today's Date _____

Department & Course Number _____ Institution _____

Course Title _____ Term Elected _____

Incomplete petitions will not be reviewed. You must include the following:

1. This cover sheet, with the information above printed legibly.
2. A detailed course description and course syllabus.
3. Your written argument explaining how this class meets the College's general criteria for distribution courses, as well as how the course fits within a particular academic discipline (e.g. humanities, social science, natural science). In making your case, you must cite specific criteria from the Area Distribution Definitions and Guidelines on this page: <http://lsa.umich.edu/lsa/academics/degrees-requirements/area-distribution-requirement.html>
4. An Instructor Comment Form from the course instructor, referencing specific criteria from the College web site above and giving his/her view on how the course meets the criteria listed there.

*Note that distribution courses are typically broad introductory courses that require little or no previous background in the course content area. The College's web site states that the following types of courses are generally NOT approved for distribution:

- Courses designed to develop or hone specific skills (e.g. most introductory composition and language courses)
- Courses designed to provide detailed knowledge about specialized topics or narrow sub-disciplines within a field, which are primarily of interest to concentrators or to students in closely related fields
- Internships, experiential courses, independent study courses, and upper-level seminars

INSTRUCTOR COMMENT FORM FOR LSA DISTRIBUTION PETITION

Dear Instructor,

The student named below is petitioning the LSA Academic Standards Board to use your course for the College's distribution requirement. Your input is vital to this decision, so we are asking that you answer the questions below and return this form by fax, mail, or in person to the LSA Academic Standards Board.

Student: Please fill out the information below before giving this to your instructor.

Student Name _____ UM ID _____

Dept & Course Number _____ Term & Year Elected _____

Course Title _____

Institution (Indicate UM or write name of other school) _____

Instructor: Please comment on the questions below. Your input is appreciated and will help us make an appropriate decision. Thank you for your time.

1. Which LSA distribution category is the best fit for this course? (NS, SS, HU, CE, MSA, or ID)

2. Referencing the College's guidelines for distribution courses see <http://lsa.umich.edu/lsa/academics/degrees-requirements/area-distribution-requirement.html>, please explain whether you do/do not feel that the course is appropriate for distribution. For example, is it broad in scope rather than narrowly focused? Please see additional guidelines at the web site above and reference some of those in your response.

3. For UM-LSA instructors: If you do feel that the course is appropriate for distribution, can you tell us if your department plans to present it to the Curriculum Committee for approval? If yes, when? If not, why not?

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_____ Email: _____ Phone: _____

(please print name)

_____ Date: _____

(signature)