University Writing Program
Exemption Request
Submit all materials to gwuwp@gwu.edu

☐ UW 1020  ☐ WID

Please print your address:

Name
Street
City State Zip

Please include all info below:

Date Submitted
GWID
GW Email
School (e.g. CCAS, GWSB, SEAS...)
1st Term Admitted to GW
Expected Graduation Date

Name of Academic Adviser: _________________________________________________________

E-mail of Academic Adviser: ________________________________________________________

Petitioned Course Code– Use the transfer notation as seen on your GW Transcript (e.g. “ENGL 1099 – VT/Freshman Writing”) and write it in the box below.

Petitioned Course Code: _____________________________________________________________

Please explain how your coursework satisfies the course requirement (attach a separate sheet if necessary):


Comments of UWP Administrator:

Action Taken: ☐ Accepted ☐ Denied

Entered into DegreeMAP? ☐ Yes

UWP Administrator Signature: ___________________________ Title: _______________ Date: ____________
First-Year Writing (UW1020) Exemption Checklist

If you are a transfer student requesting an exemption from the first-year writing requirement, please include all of the following items. No applications will be considered unless all of the following documents are present.

- Completed UWP Exemption Request Form.
- A copy of the Statement of Transfer Credit from GW (from the Admissions Office) or an Unofficial GW Transcript, which can be obtained from your academic advisor, the Registrar’s Office at Colonial Central or printed from Banweb.gwu.edu.
- Syllabus from the course you are looking to have count as UW1020.
- A research-based writing sample you produced in that course. Include a bibliography, such as a Work’s Cited page.

The submission of this petition does not guarantee it will be granted. You and your advisor will receive emails with the decision when one has been reached. Students who need a decision before priority registration, you must submit this petition at least 2 weeks in advance. No petition will be evaluated until all materials are submitted in full as a single .pdf packet to gwuwp@gwu.edu. Please write “YOUR NAME – UW Exemption Request” in subject line.

Writing in the Disciplines (WID) Exemption Checklist

WID Exemption Requests are reviewed at the beginning of each month throughout the academic year. Evaluation time for a decision can take around 2 weeks and are subject to delays during high-traffic periods in the semester.

- IF YOU ARE PLANNING TO GRADUATE: You must speak with your Academic Adviser to run an audit in DegreeMAP. The following deadlines are timed to allow a semester for you to take a WID course in the event your request is denied:
  a. If you are graduating at the end of Spring or Summer Semester: The last date to submit an exemption request is November 15.
  b. If you are graduating at the end of Fall Semester: The last date to submit an exemption request is March 15.

Note: Requests to count Non-WID courses taken at GW for WID course credit simply because they include large writing assignments will not be approved. If you are a transfer/study abroad student requesting that a writing course from your previous institution count toward WID requirements at GW, you may also submit an exemption request for consideration.

No applications will be considered unless all of the following documents are present:

- Completed UWP Exemption Request Form.
- Unofficial GW Transcript.
- A course syllabus for each of the courses serving as the basis for your WID transfer credit request.
- A research-based writing sample from each course.

The submission of this petition does not guarantee it will be granted. You and your advisor will receive emails with the decision when one has been reached. No petition will be evaluated until all materials are submitted in full as a single .pdf packet to gwuwp@gwu.edu. Please write “YOUR NAME – WID Exemption Request” in subject line.