

PETITION FOR SUBSTITUTION: Foundational Disciplines & Perspectives

IMPORTANT: Before completing this petition, please read the directions carefully. Email your completed form with any required attachments to wcas-forms@northwestern.edu. This form is only for use by students enrolled in Weinberg College, and only for substitutions involving Northwestern University courses. Petitions involving credits transferred from another US institution or from abroad should use other forms (www.weinberg.northwestern.edu/undergraduate/advising/policies-forms/).

To earn a degree from the Judd A. and Marjorie Weinberg College of Arts and Sciences, students must complete two courses (each worth 1 credit) in each of six Foundational Disciplines:

- Natural Sciences (FD-NS)
- Empirical and Deductive Reasoning (FD-EDR)
- Social and Behavioral Sciences (FD-SBS)
- Historical Studies (FD-HS)
- Ethical and Evaluative Thinking (FD-EET)
- Literature and Arts (FD-LA)

They also must complete two courses (two credits) on Perspectives on Power, Justice, and Equity:

- U.S. Perspectives (1 course)
- Global Perspectives (1 course)

Descriptions of the Foundational Disciplines and Perspectives on Power, Justice, and Equity, lists of approved courses, and other policies related to degree requirements can be found on the [Weinberg College webpage](#) and in the [Undergraduate Catalog](#). Occasionally a student wishes to apply a course not on the approved lists towards one of the requirements. ***Because courses are aligned with Perspectives and/or Foundational Disciplines only after scrutiny and approval by the College's Curricular Review Committee, the circumstances under which a substitution request can be considered are limited.***

PLEASE COMPLETE THE FOLLOWING

Name: _____ ID#: _____

Date: _____ NU email address: _____

Your planned graduation year: _____ Name of your College Adviser: _____

CONTINUED ON NEXT PAGE

PETITION FOR SUBSTITUTION FOR COURSE SUBSTITUTION – PAGE 2

CONTINUED FROM PREVIOUS PAGE

A single course may **not** be directed to more than one Foundational Discipline category at the same time. A single course, if eligible, may be double-counted to a Foundational Discipline and Perspectives requirement.

Proposed substitute course –

Dept: _____ Course #: _____ Title: _____

Quarter (Fall/Wint/Sp/Sum): _____ Academic Year: _____

I request to apply course in this Foundational Discipline: _____

I request to apply course in this Perspectives category: _____

Indicate basis of petition – place an “x” on ONE line (see descriptions below)

Retroactive	
Combined Section	
SPS Courses	
Extreme Schedule Constraints*	

Retroactive. The course was approved for the requirement after I completed it. I wish to have the course directed towards a degree requirement on my CAESAR degree progress report.

Combined Section. The class I completed was co-listed under two department or program areas/numbers, and the degree requirement was attached to the other area/number.

SPS Courses. I took a course offered by the School of Professional Studies (SPS) that has the same course number as a class that is approved. [Note: eligible SPS courses generally have the following suffixes: -CN, -DL, -A, -B, or -C].

Extreme Schedule Constraints. Due to unusual circumstances, it is impossible for me to fulfill the requirement in the normal way, and I am requesting a 1-unit Northwestern course be applied in place of one of the standard courses in the category.

*ATTACHMENTS REQUIRED FOR EXTREME CONSTRAINTS PETITION

If you are petitioning based on extreme schedule constraints, provide:

- Course syllabus
- A detailed description of your curricular plan for this and subsequent years, explaining how your other requirements take up all available slots. Courses you take as electives do not count as required courses. Courses used to complete a second major, a minor, a certificate, or an internship are optional and are also not considered required for this purpose.
- The Director of Undergraduate Studies of the department/program offering the proposed substitute course should indicate their endorsement in a letter that states that the course is acceptable, in case of unusual circumstances, to be directed to the area(s).