

Classical Studies

Course Equivalency Petition for Transfer Credit: No Formal Syllabus Available

Use this form if you would like to have transfer credit evaluated **AND** if you do not have a formal syllabus for the course. Please use a separate form for each course.

Your transfer credit may come from another American college or university or from a study abroad program. If you participated in an IU-sponsored study abroad program, and your courses have predetermined IUB equivalencies (beyond undistributed overseas credit), you do not need this form because your courses should already have IUB names and numbers. If you do not know whether or not your program was IU-sponsored, please consult with the Office of Overseas Study.

NAME: _____

UNIVERSITY ID : _____

E-MAIL ADDRESS: _____

LOCAL PHONE: _____

COLLEGE or UNIVERSITY (if OVST, please list the name of your OVST program and the institution at which you studied overseas) _____

COUNTRY (for OVST): _____

SEMESTER OF ENROLLMENT: _____

COURSE NUMBER: _____

COURSE TITLE: _____

Keep copies of all your work—this information may be needed to determine how to distribute your credit. Please attach to this form the following information:

- A brief outline of the course (main topics; how many days on each topic; lecture, discussion, or visit to a site or museum)
- A list of all required readings (include textbooks, documents, journal readings, microfiche, novels, poetry, etc.)
- Supplementary readings (include readings recommended by the professor)
- A list of quizzes with a brief description (multiple choice, short answers). A list of exams with a brief description (i.e., midterm or final, multiple choice, short answer, essay, take-home or in-class)
- A list of writing assignments with a brief description (include formal papers, informal writing, e.g., journals, in-class writing, page lengths; was research required? were quotations from primary sources required?)

Deliver your materials to the mailbox of Professor Cynthia J. Bannon, Director of Undergraduate Studies, Department of Classical Studies, Ballantine Hall 547.