

**Petition for WCAS Distribution Credit for Courses Taken Abroad****Submit the completed form to: [WCAS-forms@northwestern.edu](mailto:WCAS-forms@northwestern.edu)**

This form is for WCAS students only. All requests will be evaluated by the Office of Undergraduate Studies and Advising. You do not need to meet with anyone to complete this form.

Student: \_\_\_\_\_ School: \_\_\_\_\_ ID#: \_\_\_\_\_  
                     Last Name,           First Name           Middle Initial

Email: \_\_\_\_\_@u.northwestern.edu   Month/Yr Intended Grad: \_\_\_\_/\_\_\_\_

SA Program Name: \_\_\_\_\_ Program Term: \_\_\_\_\_  
                     Country: \_\_\_\_\_ (e.g., Fall 2022)

Was your study abroad program a Northwestern-run course? Yes \_\_\_ No \_\_\_

*If yes, you cannot use this form. See note on page 2.*

Is this form a resubmission of credit you previously petitioned for? Yes \_\_\_ No \_\_\_

Is this particular course also being submitted for major/minor approval? Yes \_\_\_ No \_\_\_

Do your abroad credits appear on your Northwestern unofficial transcript? Yes \_\_\_ No \_\_\_

*You cannot submit this form until your abroad credits have posted.*

- You may apply for only ONE distro credit per semester/term completed abroad. If abroad for two terms, the distros requested must be in different areas.
- You may use a course towards both a major/minor *and* a distro credit, if approved.
- If you are unsure which area to apply for, you can read about the distro areas **here**, and discuss with your College Adviser.

**Areas:**

I = Natural Sciences III = Social/Behavioral Sciences V = Ethics and Values

II = Formal Studies IV = Historical Studies VI = Literature and Fine Arts

**Consider:**

- Did the abroad course have the same or similar content to a distribution course in that area at NU? Did the abroad course consider the same kinds of issues as a distribution course in that area at NU? Did the abroad course use a methodology typical of that area?
- **OR** Did the abroad course consider the same kinds of issues and use a similar methodology as NU courses in that area, even though the content was different from any NU course approved as a distro in that area?
- Attach the following to your email:
  - a copy of the study abroad transcript;
  - a copy of the course description;
  - a copy of the abroad syllabus;
  - a copy of the reading list.
    - If items are not available, you must re-create them from your course materials.
    - If any items are not in English, you must attach a short summary in English of the syllabus and course description, and a translation of the primary titles on reading list.
    - Failure to provide these materials or to complete any part of this process will delay your petition and may prevent its being accurately considered.

NOTE: If your program was run by Northwestern and your credits already appear on your NU transcript with course names and numbers followed by the designation "SA," you cannot petition for distribution credit. See policies regarding abroad credits on the WCAS website.

_____	_____	_____
Course title exactly as it appears on abroad transcript	Area Requested	(for use by WCAS Dean's office only) Articulation Granted: dept., course #, distro area, or indicate DENIED

_____	_____	_____
Course title exactly as it appears on abroad transcript	Area Requested	(for use by WCAS Dean's office only) Articulation Granted: dept., course #, distro area, or indicate DENIED

COMMENTS (OPTIONAL):

WCAS Distribution Credit Approved by:

\_\_\_\_\_  
Print

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date