

DIVERSITY AND COMMON GROUND PETITION PROCEDURES

- Fill out and sign Petition to Waive or Substitute (available at the Advising Center, SBS 295)
- Attach a copy of course description and syllabus
- Fill out and attach Justification Form. Please be thorough.
- Obtain advisor signature
- Turn in to the Advising Center

The Advising Center staff will route petition and documents to members of the DCG Subcommittee and the Vice Provost of Academic Programs. The signed petition is then routed to the Office of the Registrar evaluators who will review and record. You'll be sent your copy of the petition in the mail.



PETITION TO WAIVE OR SUBSTITUTE

Name _____ HSU-ID # _____

Address _____ Local Phone _____ Email _____

City _____ State _____ Zip _____ Major _____ Advisor _____

WAIVE _____
HSU course / requirement

[Requirement waived because of special circumstances or experience. Units for this course will not count toward the unit requirement for the degree. **(G.E. courses and units cannot be waived, nor can the U.S. Institutions requirement.)**]

SUBSTITUTE
_____ completed at _____
course college
for _____
HSU course / requirement

[The department chair or appropriate program administrator with oversight over the requirement determines that the course taken is not necessarily equivalent, but will substitute for the required course for this student only.]

I request this waiver or substitution in order to satisfy requirement(s) for my Major Minor in _____
 Prerequisite General Education* Diversity & Common Ground* US Institutions*

JUSTIFICATION: _____

REQUIRED SIGNATURES (refer to "Petition to Waive or Substitute" Routing Help Sheet):

1) _____
Student Signature Date

4) Approved Denied

Signature of Dean, or Associate Dean, of College Date

2) Consulted Recommend Do not recommend

Advisor Signature Date

5) * Approved Denied

Signature of Vice Provost of Undergraduate Studies Date

3) Approved Denied

Signature of Department Chair / Program Administrator Date

*Signature of the Vice Provost for Undergraduate Studies is required for substitution involving **GE Area A** (Basic Subjects), **GE Area E** (Human Integration), **GE CWT** (Communication and Ways of Thinking), a **Humboldt course not approved for GE to meet a lower division GE requirement** (will be approved only in exceptional circumstances), the **Diversity & Common Ground** requirement, and **U.S. Institutions** requirement. Under exceptional circumstances, the Vice Provost may review petitions to substitute that have been denied. Route petitions requiring the Vice Provost's review to the Advising Center (SBS 295).

Please return completed form (all three copies) to the Academic Information & Referral Center (SBS 133). After processing, one copy will be returned to student and one copy to the advisor.

Recorded by _____ Date _____

In order to support your petition to substitute a course to meet Humboldt State University's Diversity and Common Ground guidelines (officially adopted in Summer 2003), please identify which, if any, of the following objectives your course addressed (note that NO course is expected to address all or even most of these objectives).

For each of the relevant objectives, explain how the course dealt with it: how many lectures/weeks related to this general topic; what (if any) readings were assigned; what (if any) assignments were related to this topic?

1. To comprehend the diversity of knowledge, experiences, values, world views, traditions and achievements represented by the cultures of the United States and/or beyond, and to understand some of the significant ways in which those cultures have interacted with one another.

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

2. To explore and evaluate concrete examples of the student's own cultural heritage in relation to others

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

3. To develop in students the ability to read a culture critically through expressions and representations indigenous and exogenous to that culture

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

4. To study how various cultural groups have defined their visions of self and other, and of the relationships between self and other

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

5. *To evaluate the complexity and fluidity of social identities, particularly with respect to the intersections of class, ethnicity, disability, gender, nationality, and so on*

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

6. *To understand how cultural differences and identities founded in such categories as age, race, sexuality and so on are produced and perpetuated through a variety of social, cultural, and disciplinary discourses (e.g. literature, popular culture, science, law, etc.)*

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

7. *To become aware of the causes and effects of structured inequalities and prejudicial exclusion rooted in race, class, gender, etc., and to elucidate broader questions of bias and discrimination as they relate to the exercise and distribution of material and cultural power and privilege*

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

8. *To study culturally diverse perspectives on past and present injustice, and on processes leading to a more just and equitable society*

Addressed in course: ___ yes ___ no. If addressed in course, explain how:

9. *To expand the ability to think critically about vital problems and controversies in social, scientific, economic and cultural life stemming from differences of gender, race, disability, class, etc.*

Addressed in course: ___ yes ___ no. If addressed in course, explain how: