

MID-AMERICA SEMINARY
APPLICATION FOR ADVANCED STANDING

Student ID #: _____

Name: _____ Date: _____

Address: _____

Hours Completed to Date: _____ Cumulative GPA to Date: _____

Advanced Standing refers to departmental authorization to substitute advanced or intensive courses in the place of certain survey courses normally required in an academic program. Applications for advanced standing based upon previous academic training and/or equivalent personal study, are approved through the departmental chairman. If advanced standing is approved, the student does not receive academic credit for the exempted course; however, he or she does receive authorization to substitute for credit other advanced or intensive courses in the department or as otherwise stipulated. Please refer to the *Catalog* for full description of the requirements and procedure.

ADVANCED STANDING IS REQUESTED FOR THE FOLLOWING COURSE:

Course Number: _____ Course Title: _____

BASIS UPON WHICH ADVANCED STANDING IS REQUESTED (CHECK ONE):

_____ A. Previous Parallel Course in Another Institution

Name of Institution: _____

Course Number: _____ Course Title: _____

Textbook Used: _____

Author: _____ Course Grade: _____ Year Taken: _____

_____ B. Previous Independent Study

Text Used: _____

Author: _____ Year Studied _____

Study Procedure Followed: _____

Additional Comments by Student: _____

Student Signature _____ Program _____

RESULTS OF THE INTERVIEW WITH THE CHAIRMAN OF THE DEPARTMENT (CHECK ONE):

- A. Request approved on the basis of previous academic record and personal interview.
- B. Request denied on the basis of previous academic record and personal interview.
- C. Student instructed to take the proficiency examination for further evaluation of comprehension of the course material.

RESULTS OF EVALUATION OF THE PROFICIENCY EXAMINATION BY THE CHAIRMAN OF THE DEPARTMENT (CHECK ONE):

- A. Request approved on the basis of the proficiency examination.
- Date of Examination _____ Grade _____
- B. Request denied on the basis of the proficiency examination.
- Date of Examination _____ Grade _____

FOLLOW-UP INSTRUCTIONS FROM THE CHAIRMAN OF THE DEPARTMENT (CHECK ONE):

- A. The student must take the survey course as normally required in the *Catalog* for this academic program.
- B. The student is approved for advanced standing in the following:
- Course Number _____ Course Title _____

No academic credit is given for the exempt course of study. However, the student is authorized to substitute the following course or courses in place of the above stated survey course normally required in the *Catalog* for this academic program:

- Course Number _____ Course Title _____
- Course Number _____ Course Title _____
- Course Number _____ Course Title _____
- Course Number _____ Course Title _____

APPROVALS

Chairman of the Department _____ Date _____

Director/Masters & Associate Programs _____ Date _____

Posted to Academic Records _____ Date _____