**Request for Pathways Credit**

For VT 1984, 2984, 3984, 4984 Gen Ed Special Studies

1. **Process:**

Apply for temporary Pathways approval for a Gen Ed Special Study by completing the following:

1. Complete the typical Request for Special Study Form (Visit <http://registrar.vt.edu/content/dam/registrar_vt_edu/documents/Updates/forms/Special-Study-Request.pdf>)
2. Then fill out the special study information table and Pathways justification below.
3. Attach the syllabus.
4. Send the proposal, to include Special Study documentation with Pathways concept justification, through your college for approval.
5. Once approved by the college,
	1. Submit original proposal documentation approved by college to ACADGOV@vt.edu (Office of the University Registrar – Mail code 0134)
	2. Submit PDF of proposal documentation approved by college to Jenni Gallagher (jennigal@vt.edu) for review/approval by UCCGE.
6. Once approved by UCCGE, Jenni Gallagher will notify Gary Costello that Gen Ed Special Study may be set up and scheduled for the requested term.
7. **Course Information:**

*Disclaimer: This is a temporary approval for credit for the Special Study. This paperwork must be completed each time the course is taught. The UCCGE will review and respond within four weeks of receipt following the academic year calendar.*

Complete the following information regarding the Special Study:

|  |  |
| --- | --- |
| Course Number and Title |  |
| Home Department |  |
| Instructor of Record |  |
| The semester the course will be taught |  |
| The single Pathways core concept (e.g., Discourse) for which you request credit (you can only choose one) |  |

1. **Pathways Justification**

In the space below, describe how the Study Abroad experience fits the requested Pathways Concept. A study abroad experience can only be approved to meet ONE Pathways concept. Read all about the concepts: <https://www.pathways.prov.vt.edu/structure-concepts-learning-outcomes.html>.

List the student learning outcomes that in the Pathways Concept and describe how the course—through assignments, lectures, projects, etc.—meets the SLOs (note: for all concepts except for Discourse, you only need to list a majority of the concepts). Please include specific examples of *how* students are going to meet each outcome (what activities, assignments, etc. will they engage with?), and *how you will know* that they have met the outcome (how will you evaluate their acquisition of the knowledge/skill?).