



### Office of Academic Advising

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### Degree Audit Checklist:

# Writing Seminars Major

(Open to Class of 2008-2010 only)

Expected graduation date: \_\_ May \_\_ January Year: \_\_\_\_\_

Name: \_\_\_\_\_ Hopkins ID: \_\_\_\_\_  
Last Name First Name MI

Email address: \_\_\_\_\_ Phone#: \_\_\_\_\_

Additional major or minor: \_\_\_\_\_

**Instructions:** This form indicates which departmental and university requirements you have completed and which you must complete before graduation. If you have any questions, speak to your faculty advisor about department requirements, or to an academic advisor about other requirements.

#### Special Notes for Juniors:

This form is used to determine your eligibility for graduation and must be completed and filed with the Office of Academic Advising in the spring of your junior year.

1. Complete this form and have it approved and signed by your faculty advisor in the spring of your junior year. After this, make an appointment in the Office of Academic Advising and bring this form and a copy of your transcript to the advisor clearing for your major.
2. This form must be filled out **completely** and **neatly**, including course title and number as listed on transcript.
3. When noting that a course has been completed, please write in the grade you earned in that course under the column "Completed."
4. If you have completed the checklist with an advisor in the Office of Academic Advising and you make a change in a required course you intended to take you must notify the advisor of that change.

Course No. and Title	Completed	In Progress	To be Done
<b>Course Requirements</b>			
Two semesters of Introduction to Fiction and Poetry Writing			
220.105 _____	_____	_____	_____
220.106 _____	_____	_____	_____
Four semesters of English literature, or other literature with advisor's approval. Students may not use Expository Writing to fulfill this requirement.			
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Course No. and Title	Completed	In Progress	To be Done
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Two semesters in the Department of Philosophy. It is strongly recommended that at least one be selected from 150.111 Philosophic Classics, 150.112 Philosophic Problems, 150.201 Introduction to Greek Philosophy, and 150.205 Introduction to History of Modern Philosophy.

150. _____	_____	_____	_____
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150. _____	_____	_____	_____
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Two semesters in the Department of History. Majors are encouraged to take at least one semester History of Occidental Civilization. May include one course from History of Art or from History of Science, Medicine and Technology.

100. _____	_____	_____	_____
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Demonstrated competence in a foreign language through the intermediate level. Any language requirement waived by exam must be documented on transcript or in our office before checklist will be accepted.

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Eight advanced semesters in the Writing Seminars. These may include Rudiments of Fiction and Non-Fiction and Introduction to Poetry. Independent study courses are not allowed here.

220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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220. _____	_____	_____	_____
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**Other Departmental Requirements:**

A grade of "C-" or better must be earned in required courses, which may not be taken S/U.

**Please initial here to indicate you have read and understand these requirements:** \_\_\_\_\_

**Honors in Your Major**

To graduate with honors in your major, you must complete an HONORS CLEARANCE CHECKLIST by April 1<sup>st</sup> in the year you expect to graduate in May. Most commonly, this means by April 1<sup>st</sup> of your senior year. Failure to submit this checklist by this date will mean that you will not receive honors in your major. You cannot complete the checklist before February 1<sup>st</sup> of the same year. Please note that these requirements are not related to "General University Honors." General University Honors are automatically assigned to all students who graduate with a 3.5 or higher.

To receive Honors in Writing Seminars, you must have met the following criteria:

- Have a GPA of a 3.5 or higher in all courses required for the major.
- See an advisor if you believe you will graduate with honors.

To notify us that you are eligible for honors, you must:

1. Obtain an honors checklist by either downloading it from [www.advising.jhu.edu](http://www.advising.jhu.edu) or by picking one up in the Office of Academic Advising.
2. Complete the checklist after February 1<sup>st</sup> of your senior year and take it to: Mr. Tristan Davies.
3. Return the signed checklist to the Office of Academic Advising by April 1<sup>st</sup>. You do not need to make an appointment to return the checklist, but it must be signed by the correct representative from your department or it will not be processed.

Course No. and Title	Credits	Completed	In Progress	To be Done
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**Distribution Requirements for Majors:** These may include up to six credits from courses required for major with area designations of S, N, Q or E.

12 credits of N, Q and/or E


18 additional credits of S, Q, N or E


**University Requirements:**

- 120 total credits \_\_\_\_\_
- 60 credits at Johns Hopkins \_\_\_\_\_
- 4 semesters at Johns Hopkins \_\_\_\_\_
- 4 writing intensive courses (12 credits) \_\_\_\_\_
- No more than 18 D credits \_\_\_\_\_
- No more than 5 Carey Business School and School of Education courses \_\_\_\_\_
- C average or better in your major \_\_\_\_\_
- No more than 12 transfer credits \_\_\_\_\_

**HOW MANY SEMESTERS WILL YOU HAVE COMPLETED AT TIME OF GRADUATION?** \_\_\_\_\_

Language Elements Courses: Students who take the first semester of an elementary language course in French, German, Greek, Italian, Latin, Modern Hebrew, Portuguese or Spanish must complete the second semester course as well or lose the credit for the first term.

**FOR JUNIORS ONLY:**

Student's Statement:

I have reviewed my progress toward meeting the graduation requirements for my major. I understand which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I agree to notify the Office of Academic Advising if I make any changes to my plan of study.**

\_\_\_\_\_  
*Student's Signature*

\_\_\_\_\_  
*Date*

Advisor's Statement:

I have reviewed progress toward meeting the graduation requirements for the major with the student. We have marked which requirements have been completed and which remain to be completed, including those that are in progress, if any. **I have indicated by initialing or submitting a supporting memo any exceptions to departmental requirements that have been approved for this particular student.**

\_\_\_\_\_  
*Faculty Advisor's Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Academic Advisor's Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*