

Department of English Admission and Continuation Policies

The Department of English wants every student admitted to be successful in the program. At the same time, the Department of English is responsible for upholding academic standards and making good use of limited resources. We are not able to accept all students who apply to the Creative Writing pathway. Beyond minimum admission to the Department, and capacity constrained admission to the Creative Writing pathway, the English Satisfactory Progress Policy has been developed to use available resources wisely and to best serve English students by ensuring that they make responsible progress toward completion of the Bachelor of Arts in English (BA). Each student who accepts admission into the English degree programs agrees to be bound by the provisions of this document. In addition, students are encouraged to be proactive about seeking advice from academic advisers for problems affecting performance or participation in the Department.

Admission Policy

Admission to the major has minimal requirements, but admission to the Creative Writing Pathway is capacity constrained every quarter and depends heavily on the quality of submissions in both prose and poetry.

To be eligible to apply to the Language and Literature pathway of the English major, the student must:

- have at least a 2.0 overall GPA (combined transfer and UW);
- have at least a 2.0 UW GPA (cannot be on probation);
- have at least a 2.5 overall GPA for all English course work completed;

Students can then declare the major, BUT must

- complete ENGL 202 within one quarter of declaring the major and receive a 2.0 in that course.

To be eligible to apply to the Creative Writing pathway of the English major, the student must:

- have been accepted for admission into the Language and Literature Pathway;
- have at least a 2.0 UW GPA (cannot be on probation);
- have completed both ENGL 283 and 284.

More information about application to the Creative Writing option in the major is here:

<https://english.washington.edu/english-creative-writing-option>

Applicants with 135+ credits earned must meet with an adviser to develop a graduation plan prior to admission English. Seniors who already have one academic major will be counseled against adding an English major if completion will entail going beyond 210 credits. English majors with 135+ credits earned must meet with an adviser to develop a graduation plan prior to admission to the Creative Writing pathway. Seniors will be advised not to change pathways if completion will require enrollment beyond 210 credits.

Continuation Policy

Certain levels of academic performance are required to continue in good standing in the English Department. The criteria and procedures below will be used in administering the English Continuation Policy. These criteria and procedures are in addition to those of the University of Washington.

Time to Degree

English majors should complete degree requirements within the 180 credits required for graduation. The Department of English recognizes that exceptional circumstances (e.g. death in the family, serious illness) may delay degree progress. In addition, educational opportunities such as study abroad, Honors, or a double major may warrant the extension of a student's program up to 210 credits allowed under the University's satisfactory progress policy.

Only in rare circumstances will the Department of English support petitions to the College of Arts and Sciences for permission to remain enrolled beyond 210 credits. Requests for double degrees (225 credits minimum) will be supported only in those instances where the student is completing two different degrees (e.g. one B.A. and one B.S.) or is earning degree in two different colleges.

Academic Standing

All English undergraduates must remain in good academic standing each quarter in the major. Good academic standing is defined as:

Overall UW GPA of 2.0

English GPA of 2.0

1. Students must maintain a minimum average of 2.0 in all University of Washington English courses at the 200 level or above. (Grades of 0.0 are included.)
2. Students who do not meet this minimum English GPA requirement will be placed on departmental probation.
3. Students on probation who do not satisfy the minimum 2.0 English GPA requirement by the end of the following quarter will be dropped from the English major and returned to PREMAJ or EPRMJ status in Arts and Sciences.

Satisfactory Progress

1. Students who have not achieved a minimum grade of 2.0 in the introductory course, ENGL 202 may not remain in the major.

2. ENGL 202 may be repeated once. If the minimum grade of 2.0 is not achieved on the second taking of this course, the student will be dropped from the major and returned to PREMAJ or EPRMJ status in Arts and Sciences.
3. Admitted students must take ENGL 302 during the first two quarters in the major. A minimum grade of 2.0 in ENGL 302 is required.
4. Students who fail to achieve the minimum 2.0 grade in ENGL 302 will be placed on departmental probation.
5. ENGL 302 may be repeated once. If the minimum grade of 2.0 is not achieved on the second taking, the student will be dropped from the English major and returned to PREMAJ or EPRMJ status in Arts and Sciences.
6. A minimum grade of 2.0 in the 400-level Senior Capstone course is required. Students who fail to achieve the 2.0 minimum in the Capstone may not graduate. Since this is a final requirement, there is no limit on the number of times that the Capstone may be attempted.

Appeals Process

A low GPA is the cumulative result of low grades in individual courses. Therefore, students with major GPAs too low for admission or continuation have the following avenues of recourse:

1. *Hardship Withdrawal*. After the 14th calendar day, a student may petition the Registrar's Office in writing to drop a course. The Registrar will grant such a petition if in their judgment the student is unable to complete the course in question because of physical and/or mental health issues or unusual and extenuating circumstances, beyond the student's control, which have arisen after the 14th calendar day of the quarter. Petitions must be filed with the Registrar's Office *within a year* after the occurrence of the event that gave rise to the need for dropping. Approved drops will be entered on the transcript with a grade of HW. Information about the Hardship Withdrawal petition process is here:
<https://registrar.washington.edu/students/hardship-withdrawal-petition-for-courses/>

2. Whenever possible, the English Undergraduate Education Committee (UEC) will always prefer that the student consider the action described above. However, in cases where no change to the transcript can be made, the UEC may grant a departmental waiver to disregard 0.0 grades in calculating the major GPA for admission or graduation. The student appeal to the UEC will consist of a letter explaining the circumstances surrounding 0.0 grades and supporting documentation. In addition, the student may be asked to appear before to UEC to plead his or her case. Approval of such requests will be rare.