

## Faculty of Engineering and Design- Petition for Advanced Standing Credit

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Student Number \_\_\_\_\_ Date \_\_\_\_\_

Program \_\_\_\_\_ Year \_\_\_\_\_

Phone number \_\_\_\_\_ Email \_\_\_\_\_

### Instructions

1. To be considered, this form must be completed entirely.
2. **Advanced standing credit petitions are due 4 weeks after acceptance of offer of admission.**
3. **Requests will not be considered after the last day of classes of the first term of study in your program.**
4. Adjustments to the student registration resulting from advanced standing decisions **will not** be made for late applications.
5. Students may not petition for credit for CCDP 2100.
6. In the space(s) below please specify the Carleton Course(s) for which you are requesting advanced standing and clearly indicate the previously completed course that justifies the request.
7. Provide as much detail as possible about the courses you have taken. Important factors used in the evaluation include; **lecture/lab/problem analysis/tutorial hour**, evaluation of course content, details of practical and lab components, and an assessment of whether the course was taught by a professional Engineer. In many cases, these issues can only be determined from detailed material such as course notes and exams and assignments.

### Notes

1. Credit is most typically granted for math and science courses.
2. Normally, with the exception of ECOR 3800, only engineering courses taken at Canadian Engineering Programs can be used as a basis for advanced standing.
3. Advanced standing credit will not be granted unless credits have been obtained for the prerequisites for that course.
4. Maximum advanced standing credits that will be granted are 7.0 (14 half-credit course).
5. Consider all of the courses in your program and include all transfer credit requests at this time; further requests will not be considered unless the requirements for your program change.

Please enter the course information on the reverse of this form →

## Courses Requested

Carleton Course Number	Proposed Equivalent Course	Granted	Denied	Note

Comments:

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Associate Dean: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT to: Admissions Services - 315 Robertson Hall**