



Wilkes University

Honors Program Credit Waiver:
Internship
Study Abroad
(to be submitted prior to approval of waiver)
Please type all responses.

Name:

WIN:

Email:

Primary Major:

Expected Graduation:

Type of Activity:

Internship

Study Abroad

Other (describe below)

Internship: 3 credit 300-level Honors waiver for full semester or summer term experience

Study Abroad: 6 credit 300-level Honors waiver for full semester abroad; 3 credit 300-level Honors waiver for summer/less than full semester abroad

To apply for a waiver of Honors Program credits, speak with the relevant advisor, faculty member, and/or supervisor for this experience. Their signature on this form acknowledges that this is a structured experience with identifiable learning outcomes that advance your personal, intellectual, and/or pre-professional development.

_____ (Advisor, Faculty, and/or Supervisor signature)

Please attach to this form a proposal that includes ALL of the following information. Incomplete proposals will not be considered:

Description of experience: Who is doing what, when, where, why, and how?

Expected learning outcomes: Specifically what will you learn through this experience? How does this experience advance your personal, intellectual, and/or pre-professional development?

I certify that the information provided is true and correct to the best of my knowledge.

Student Signature:

Date:

Credit Hour Definitions (Wilkes University Registrar's Office)

<https://www.wilkes.edu/academics/office-of-the-registrar-recorder/credit-hour-definitions.aspx>

Each course at the University is assigned a specific number of credits. For example, History (HST) 101 is a three-credit course, and Mathematics (MTH) 111 is a four-credit course. In most cases, credits assigned to a particular course are determined according to the number of hours per week that the class meets; credits may also be defined by the number of hours that the class meets per semester.

During the course of the semester, a credit hour is equivalent to

15 hours of classroom contact, plus appropriate outside preparation (30 hours); OR
30 hours of supervised laboratory work, plus appropriate outside preparation; OR
45 hours of internship or clinical experience; OR
a combination of the foregoing.

Length of Semester

14 weeks of classes, excluding final examination periods and vacations.

Credit hour

1 credit hour = 50 minutes of lecture or recitation per week (along with two hours of out of class activities) or 2 or more hours of laboratory per week throughout the semester.

Laboratory

Courses with a focus on experimental/experiential learning where in the student performs substantive work in a laboratory or studio setting. The minimum contact time per credit is 1680 minutes or 2 hours per week for the length of a regular semester.

Independent study/research

Courses offered as directed studies with approval and supervision of faculty member. Student(s) meet periodically as agreed upon during the duration of the course. Semester hour credit awarded must be comparable in scope, content, academic rigor and student study time as courses offered in lecture format.

Internships, practicum, clinical, field/cooperative experience, externships

Courses developed for experiential and hands-on learning involving off-site placement. Employers work collaboratively with the appropriate university staff or faculty to develop outcomes, learning experiences, and expectations in order for students to meet credit level requirements. Such credit is awarded at the rate of 45 hours per credit.

Accelerated Courses

Courses offered in sessions less than a traditional 15-week semester. These courses offer the same semester credit hours as traditional semester-length classes. Within the shortened time frame, accelerated courses must meet the minimum contact hour requirements of the lecture format. In the event that courses do not meet the expected contact hour requirements, credit can be awarded for equivalent instructional activities, which can include but are not limited to online videos, online discussions or chats, quizzes and/or exams, article summaries, case analyses, online group activities, etc.