Department of Philosophy
REQUEST FOR COURSE EVALUATION Transfer Credit or Study Abroad

Today’s Date: ____________________________ Please allow 7 business days for response

Student Name: ___________________________ UST ID #: ___________________________

Phone: ___________________________ Email: ___________________________

UST Course for which a waiver is sought:  
❑ PHIL 115 Philosophy of Human Person  
❑ PHIL 214 Ethics  
❑ Other: PHIL ___________________________

Are you seeking:  
❑ Pre-approval for a course to be taken?  
❑ Approval for a course already taken?

If course already taken, when did you officially transfer to (or enroll at) UST?: month _____ year ________

Name of College/University: ___________________________

Name of non-UST Course(s)*: ___________________________ Course & Section Number(s)*: ______
* If you are a transfer student who has taken multiple Philosophy courses, list all of them.

Instructor: ___________________________ Dates of Course: ___________________________

Is this an online section of a course?  ❑ Yes ❑ No

REQUIRED: Syllabus (Transfer Credit) / Detailed Course Description (Study Abroad)  
❑ Attached  ❑ Copy will be emailed/faxed within 48 hours

A copy of a syllabus for the specific course and section (transfer credit) or a detailed course description (study abroad) is REQUIRED. A catalog description IS NOT sufficient. If you do not have a copy, contact the school or instructor. A copy can be faxed to the Philosophy Department at 651.962.5340—a cover sheet with your name must be included. Or, a copy can be emailed to: slmenssen@stthomas.edu.

ADDITIONAL INFO FOR REVIEWER: The more information you provide, the easier it is for the reviewer to make a determination. Please also attach a detailed lesson plan or a list of course readings if they are not included on your syllabus/course description.

❑ Lesson Plan Attached  ❑ List of Course Readings Attached  ❑ Other Attachments:

Write any notes or comments you have for the reviewer on the back of this form. ⇐

Please put the completed form & syllabus/course description/other attachments in Dr. Menssen’s faculty mailbox in JRC 241 (or, email BOTH completed form and syllabus/course description to slmenssen@stthomas.edu):

Reviewer:  ❑ Menssen  ❑ Other: ___________________________ Review Date (date email sent to student): ___________________________

❑ APPROVED: This section only.

❑ DENIED (PHIL 115): This section appears to be a general introduction to philosophy, rather than a course focused on philosophy of the human person.

❑ DENIED (PHIL 115): This section does not appear to substantially engage the Catholic intellectual tradition.

❑ DENIED (PHIL 214): This section does not appear to be a course in philosophical ethics with a predominant focus on moral theory (rather than applied ethics).

❑ DENIED (PHIL 214): This section does not appear to include substantial attention to moral theory at the core of the Catholic intellectual tradition and study of either Aristotle or Aquinas.

❑ DENIED: The work required for this online section does not seem to be equivalent to what would be expected in a standard format.

❑ OTHER: