

Advanced Standing Request Form

Upon completion, please submit this form to the Dean's Office.

The Association of Theological Schools allows students to apply for advanced standing of up to one-fourth of the total credits required for a degree program. Advanced standing consideration is available to students whose undergraduate cumulative GPA is 3.0 (on a 4.0 scale) or higher, and where courses being considered received a grade of B or higher. Upon approval from the Academic Dean in consultation with the faculty, such standing may be assigned:

1. without credit - exempting students from some courses but not reducing the total number of academic hours required for the degree.
2. with credit - reducing the number of hours required for the degree.

Courses completed more than 10 years previous will not be considered for Advanced Standing. Field education/internship experience during undergraduate cannot be granted Advanced Standing.

Application

Students must request an Advanced Standing evaluation within the first academic year. Please see list below of attachments required for request. The student will then meet with an area faculty member to review the items submitted and discuss options which may or may not include a competency exam. (Please see Academic Catalog regarding advanced standing for Biblical languages which differ from requirements below).

Student Name: _____

Date: _____

Current Degree Program: _____

Please attach to this form the following:

1. A list of courses for which Advanced Standing is being requested Please indicate on this list the courses for which you are requesting substitution of credit.
2. A web link to the undergraduate catalog or a hard copy of each course description.

Upon request (though you may submit with this initial form), you may be asked to provide syllabi and/or completed assignments for these courses.

Student Signature: _____ Advisor Signature: _____

In submitting this form, I recognize that this request is subject to faculty approval, and courses may not be approved for advanced standing.

OFFICE USE ONLY

Approved

Rejected

Academic Dean Signature: _____ Date: _____

Comments: