



Eugene Lang College First Year Writing Program

Procedure on Transfer Credits and Exemptions

Requirements: Students at Eugene Lang College are required to complete two 4-credit writing courses (LFYW 1000 and LFYW 1500). Students who transfer with first year standing (less than 2 full-time semesters completed at a prior college), may be considered for an exemption from one or both courses, but only if they can provide evidence of having successfully completed equivalent courses at another college. Students who transfer to Lang with sophomore standing or higher are automatically exempt from first-year requirements.

Equivalent courses: We work on the assumption that if you are at Lang, you already have mastered the basics of essay writing. As a result, our courses focus on developing *advanced* writing, research and critical reading skills. For this reason, even if you have already completed one or more college-level writing credits, you may be asked to complete one or more writing courses at Lang.

Applying for an exemption: To find out whether you are exempt from one or both required writing courses, you must send the following information (by email) to Professor Kate Eichhorn, the Director of the First Year Writing Program, at eichhorc@newschool.edu:

- College where credits were completed
- Course Title & Course Number (including department and level)
- Course syllabus* (provide a pdf or hard copy**)
- Your final grade in the course

Decision: Once you have submitted your paperwork, the Director of the First Year Writing Program will make a decision on your case within one week. She will contact you and the Office of Academic Advising about the decision. Depending on the number of credits you have already completed, your standing in the course(s) and the course content, you may be exempted from LFYW 1000 & LFYW 1500, only from LFYW 1000, or from neither course.

** If you do not have a copy of the course syllabus, contact your former instructor or department and explain that you are applying to transfer the credit to a new college and require a copy of the syllabus.*

*** If you are providing a hard copy, please indicate so in your email; hard copies may be left in Professor Eichhorn's mailbox located in the mailroom on the 3rd floor of Eugene Lang College at 65 West 11th Street*

Please note that **AP credits and college credits for creative writing, creative non-fiction and journalism are *not* accepted** as equivalents to LFYW 1000 and LFYW 1500.